

The Regional Municipality of York Police Services Board

Public Board Meeting
November 7, 2022

Report of the Chief of Police

Purchasing Bylaw Quarterly Report

1. Recommendation

That the Board receive this quarterly report pursuant to the Purchasing Bylaw 10-17 quarterly reporting requirements.

2. Summary

This report contains a summary of purchasing matters that were executed in the third quarter of 2022 as follows:

- One proposal and two tenders awarded totalling \$7.58 million

3. Background

In accordance with Purchasing Bylaw 10-17, a quarterly report is required to advise the Board of the following matters:

- a) The award of any contract as a result of a request for tender and awarded by the Deputy Chief or Chief of Police;
- b) The award of any contract as a result of a request for proposal and awarded by the Deputy Chief or Chief of Police;
- c) Any expenditures made as a change in scope/additional deliverables and authorized by the Chair and Chief of Police; and

- d) Any deliverables issued as an emergency purchase without a call for bids and awarded by the Deputy Chief or Chief of Police.

The agreements and other undertakings that have been executed within the third quarter of 2022 are outlined below.

4. Analysis

ANALYSIS OF INFORMATION

The following tenders and request for proposal were awarded in the third quarter:

Table 1
Tender and Request for Proposal Awards

Description	Value
Request for Tender (T-22-27) Microsoft Enterprise Licensing Vendor: Dell Canada Inc. Term of Contract: Three years Number of Bids: 4 Award Date: August 31, 2022	\$4,420,656
Request for Tender (T-22-24) Interior Renovation at 240 Prospect Street in Newmarket Vendor: 855758 Ontario Limited o/a Twin Contracting Term of Contract: One-time purchase Number of Bids: 8 Award Date: September 19, 2022	\$3,080,000
Request for Proposal (P-22-15) Supply and Delivery of Various Uniform Baseball Caps Vendor: Trimtag Trading Inc. Term of Contract: Two year plus one two-year and one one-year optional terms Number of Bids: 3 (one incomplete submission) Award Date: August 3, 2022	\$87,255
Total Expenditures (Excluding HST)	\$7,587,911

For comparison purposes, the delegation of authority for Purchasing Bylaw No. 10-17 items for the third quarter 2021 were \$2,993,965.

5. Financial

The funds necessary to satisfy the terms of each contract identified in Table 1 of this report were included in the 2022 Operating and Capital Budgets.

6. Conclusion

The agreements and undertakings in accordance with the Purchasing Bylaw No. 10-17 are identified in Table 1. All amounts listed exclude taxes. It is therefore recommended that the Purchasing Bylaw Quarterly Report for the third quarter of 2022 be received.

Accessible formats or communication supports are available upon request

Jim MacSween, M.O.M., B.A.A.
Chief of Police

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