

# **The Regional Municipality of York Police Services Board**

Public Board Meeting  
February 22, 2023

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 fourth quarter of 2022 as follows:

Key Points:

- Four proposals and two tenders awarded totalling \$4.32 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 fourth quarter of 2022 are outlined below.

## 4. Analysis

### ANALYSIS OF INFORMATION

The following Cooperatives, tenders and request for proposal were awarded in the fourth quarter:

**Table 1**  
**Tender and Request for Proposal Awards**

Description	Value
<b>Request for Proposal (P-22-19)</b>	\$1,250,780
Serving of Court Services Process Documents	
Vendor: Ontario Judicial Service — Summons Office	
Term of Contract: One year plus two optional two year terms	
Number of Bids: 2	
Award Date: November 16, 2022	
<b>Request for Tender (T-22-35)</b>	\$1,080,220
Supply and Delivery of Twenty-Five (25) New Ford Police Interceptors Utility Hybrid Vehicles	
Vendor: Trillium Ford Lincoln Ltd	
Term of Contract: One time purchase	
Number of Bids: 2	
Award Date: October 19, 2022	
<b>Request for Tender (T-22-40)</b>	\$980,760
Supply and Delivery of Twenty-Five (20) New Ford Police Interceptors Utility Gas Vehicles	
Vendor: Trillium Ford Lincoln Ltd	
Term of Contract: One time purchase	
Number of Bids: 1	
Award Date: December 8, 2022	

Description	Value
<b>Request for Proposal (P-22-28)</b> Provision of Office Products Vendor: Hamster Brand of Novexco Term of Contract: Twenty one months plus one optional one year term Number of Bids: n/a Award Date: October 25, 2022	\$504,360
<b>Request for Proposal (P-22-26)</b> Cabling Services - Moves, Adds, Changes and Removals Vendor: LanX Communications Ltd. Term of Contract: One year plus two optional two year terms Number of Bids: 5 Award Date: October 3, 2022	\$375,000
<b>Request for Proposal (P-22-06)</b> Nutritional Practitioner Services Vendor: Harmony House Wellness Term of Contract: One year plus two optional two year terms Number of Bids: 3 Award Date: October 26, 2022	\$125,000
<b>Total Expenditures (Excluding HST)</b>	<b>\$4,316,120</b>

For comparison purposes, the delegation of authority for Purchasing Bylaw No. 10-17 items for the fourth quarter 2021 were \$10,426,868.

## 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 or 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 fourth quarter of 2022 be received.

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Accessible formats or communication supports are available upon request

JMS/jm

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Chief of Police