



Subject: Procurement Activities 2020 Report

Department: Corporate Services

Division: Finance

Report #: CPS-2021-062

Meeting Date: 2021-09-13

Recommendations

That report CPS-2021-062, regarding the Town's Procurement Activities for 2020 be received;

Background and Analysis

In December 2018, the CAO approved Procurement Policy number F-011. The Policy provided direction from the Town's CAO for the procurement/disposal of goods and services, to be carried forth in an efficient and cost-effective manner, having regards to the objective of openness, fairness, transparency, and integrity in the Town's procurement activities.

The Policy also provided direction to all involved in the Town purchases that all solicitations, carried out competitively and non-competitively, be done in accordance with and compliant to all applicable Trade Agreements and laws.

Recognizing the Town continues to evolve in its procurement practices, in 2020, a review of the policy, associated procurement templates and the delivery model was undertaken. To increase the Town's ability to carry out its procurement processes broadly across all departments in a timely and effective fashion, it continues to work closely with the Town's external procurement legal team, which assisted with the development of the procurement policy, processes and training delivery. This team provides the Town support with a number of aspects of the procurement program, including bundled legal and procurement advisory services, to reduce risk and ensure legislative compliance without the need for multiple dedicated resources and legal counsel internally.

This report depicts the procurement activities and awards in excess of \$30,000 for the Town from the period of January 1, 2020 to December 31, 2020; which also includes a detailed list of RFX (processed competitively), buying groups, a Contract Extension and Sole-Source / Direct Purchase (processed non-competitively).

During the period January 1, 2020 to December 31, 2020, the Town issued and awarded 49 RFX (including buying groups) as well as an extension and two sole source/direct purchases above \$30,000; the Total Award Value for all Awarded POs and/or Contracts for those procurements was \$9,444,331.

The attached Schedule A provides details of the Town's procurement activities for 2020.

Strategic Alignment

Orangeville Forward – Strategic Plan

Priority Area: Strong Governance

Objective: Financial Responsibility

Sustainable Neighbourhood Action Plan

Theme: Corporate and Fiscal

Strategy: Create and integrate sustainability principles into Town policies, processes and practices

Notice Provisions

N/A

Financial Impact

There are no financial implications of this report.

Respectfully submitted

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Reviewed by

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Attachment(s): 1. Schedule A – Procurement Activities 2020