



## City of North Bay Report to Council

Report No: CORP-2024-079

Date: September 4, 2024

Originator: Lori Jackson, Manager of Procurement

Business Unit:

Department:

Corporate Services

Financial Services Department

Subject: August 2024 Procurement Award Update

Closed Session: yes  no

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### Recommendation

That Council receive and file the August 2024 Procurement Award Update, as set out in Report to Council CORP 2024-079 dated September 4, 2024 from Lori Jackson, Manager of Procurement.

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### Background

In accordance with By-Law 2024-02 and Purchasing By-Law 2013-200, Purchasing staff shall provide a report to Council for the prior month summarizing the City's procurement activities, including the amount of spend, procurement method, and total contract value where exceeding \$100,000 that were awarded pursuant to delegated authority.

Delegated authority to approve procurement awards requires that a proper procurement was carried out, that sufficient budget dollars are available, internal reviews and approvals have been granted, and contract documents are received and executed.

There are two levels of delegated authority; the first is with the CAO for approvals up to \$250,000; thereafter an Approval Committee is struck for awards less than \$1,000,000.

This report covers both levels of delegated authority approvals that have been fully executed within the month of August 2024.

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## Corporate Strategic Plan

- Natural North and Near
- Affordable Balanced Growth
- Responsible and Responsive Government
  - Ensure the efficient and effective operations of the city, with particular consideration to the impact of decisions on the property tax rate.
  - Develop a practice of communications and engagement that ensures that residents are aware and understand what City Hall is doing.
- Economic Prosperity
- Spirited Safe Community

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## Financial/Legal Implications

Staff have approved the following awards in accordance with the By-Law 2024-02 within the month of August, 2024:

### **CO-OP 2024-011: Sidewalk Tractor with Attachments**

The product was procured through a co-operative bid with Canoe Procurement Group of Canada in the amount of \$227,882 (plus HST). Approved by CAO.

### **CO-OP 2024-049: Specialized Low Floor Transit Bus**

The product was procured through a co-operative bid with Metrolinx in the amount of \$262,870.26 (plus HST). Approved by the Approval Committee struck for this procurement which included the Interim City Engineer, CFO, and CAO.

### **RFQ 2024-065: Supply and Delivery of Various Water and Sewer Parts**

The products were procured through a public procurement process in Bids & Tenders in the amount of \$200,920.52 (plus HST). Approved by the CAO.

### **RFQ 2024-032: Clay Capping at Merrick Landfill**

The products were procured through a public procurement process in Bids & Tenders in the amount of \$107,212.00 (plus HST). Approved by the CAO.

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## Recommended Option

That Council receive and file the August 2024 Procurement Award Update, as set out in Report to Council CORP 2024-079 dated September 4, 2024 from Lori Jackson, Manager of Procurement.

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Respectfully submitted,

Name: Lori Jackson

Title: Manager, Purchasing

**I concur with this report and recommendation**

Name: Margaret Karpenko, CPA, CMA  
Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng., MBA  
Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Lori Jackson  
Title: Manager, Purchasing