

**Date:** 2020-11-10

**Subject:** **Purchasing Activity Quarterly Report – 3rd Quarter 2020**

**Contact:** Gina Rebancos, Director, Purchasing, Corporate Support Services  
(905) 874-3435

**Report Number:** Corporate Support Services-2020-398

**Recommendations:**

That the report titled: **Purchasing Activity Quarterly Report – 3<sup>rd</sup> Quarter 2020**, (2020-398) to the Committee of Council Meeting of December 2, 2020, be received.

**Overview:**

- **The City's Purchasing By-law 19-2018, prescribes reporting requirements with respect to the City's Purchasing activities.**
- **This report provides a summary of the City's purchasing activities with a total value of \$50,244,586 during the 3<sup>rd</sup> quarter of 2020. Specific procurement details are provided in Appendix 2.**

**Background:**

In accordance with the Purchasing By-law, the Director of Purchasing is providing the Q3 report to Council summarizing the City's purchasing activity as follows:

- New Contracts with a value of \$100,000 and over;
- Contract Extensions and Renewals with a value of \$100,000 and over;
- Exceptions;
- Emergency Purchases; and
- Disposal of assets.

Definitions are noted in Appendix 1.

**Current Situation:**

The following table provides a synopsis of the purchasing activities during the 3<sup>rd</sup> quarter ending September 30, 2020.

	<b>3rd Quarter 2020</b>
New Contracts	\$ 16,823,549
Limited Tendering	\$ 3,416,468
Emergency Purchases	\$ 375,590
Exceptions	\$ 71,366
Consulting Services	\$ 800,000
Contract Extensions	\$ 24,079,551
Contract Renewals	\$ 4,678,062
<b>Total Purchasing Activity</b>	<b>\$ 50,244,586</b>
Proceeds from the disposal of assets	\$ 107,237

A detailed listing for each category is provided in Appendix 2.

**Corporate Implications:**

Funds required for procurement are verified through the City's Corporate Financial System to confirm budget availability. Purchase orders are issued after confirmation of budgeted funds in order to commit and allocate the funds to the specific procurements.

**Strategic Plan:**

This report achieves the Strategic Plan goals in Good Government by achieving effective management of the City's finances through the City's procurement goals of encouraging competition, openness and transparency, fairness, objectivity, accountability, efficiency and effectiveness.

**Terms of Council Priority:**

This report has been prepared in full consideration of the Term of Council Priority of “Brampton is a Well-Run City”, demonstrating value for money of City Programs and services through open, fair and transparent procurement processes.

**Conclusion:**

This report provides a summary of the City of Brampton’s purchasing activities as required by the Purchasing By-law for the 3<sup>rd</sup> quarter, July 1 to September 30, 2020 in accordance with the reporting requirements set out in the Purchasing By-law 19-2018.

Authored By:

---

Claudia Santeramo  
Manager, Procurement Performance,  
Purchasing

Reviewed and Recommended By:

---

Gina Rebancos  
Director, Purchasing

Approved By:

---

Michael Davidson,  
Commissioner, Corporate Support Services

Submitted By:

---

David Barrick,  
Chief Administrative Officer

**Attachments:**

Appendix 1: Definition of terms referenced in this report.

Appendix 2: Specific procurement details.