

Appendix 1

Purchasing terms referenced in this report are:

Competitive means a Public Procurement Process.

Consulting Services means a Procurement Process for the acquisition of expertise or strategic advice not including architects and engineers.

Contract Amount is the original contract value and any previously approved contract extensions and renewals.

Contract Extension means an amendment increasing the value, changing the scope of work or extending the term, where the terms of the Contract do not include the option for such amendment.

Contract Extension – Limited Tendering means an amendment increasing the value, changing the scope of work or extending the term, where the terms of the Contract do not include the option for such amendment and where the original procurement process was Limited Tendering.

Contract Renewal means an amendment extending the term and increasing the value, where the terms of the Contract include the option for such amendment, including pre-approved contingency funds.

Contract Renewal – Limited Tendering means an amendment extending the term and increasing the value, where the terms of the Contract include the option for such amendment (including pre-approved contingency funds), and where the original procurement process was Limited Tendering.

Disposal means the sale, exchange, transfer, destruction or donation of assets.

Emergency Purchases means a Procurement Process where the usual competitive process is suspended due to the prevailing Emergency Circumstances.

Exceptions means exclusion from a competitive Procurement Process in the circumstances as set out in Section 2.3 of the Purchasing By-law.

Irregular Result means a result in a Procurement in which: another Procurement Process should have been conducted based on the bid results; award of a Contract to the Bidder, as a result of the Procurement Process, does not represent best value and is not in the best interest of the City; or Council authority to commence Procurement should have been obtained.

Limited Tendering means a Procurement Process where negotiations are entered into with one or more Vendors based on the conditions as set out in Schedule C of the Purchasing By-law and includes Direct Negotiations where there is no competitive process.

Pre-Approved Funds means an amendment increasing the value, where funds previously approved on the Purchase Approval Report are transferred to the Contract.