

Date: 2020/08/25

Subject: **Purchasing Activity Quarterly Report – 2nd Quarter 2020**

Secondary Title: Click or tap here to enter text.
Diane Oliveira,

Contact: Acting Purchasing Director

Report Number: Corporate Support Services-2020-074

Recommendations:

1. That the report titled: **Purchasing Activity Quarterly Report – 2nd Quarter 2020**, (2020-074) to the Committee of Council Meeting of September 23, 2020, to 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 \$87,446,019 during the 2nd 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 Q2 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 2nd quarter ending June 30, 2020.

	2nd Quarter 2020
New Contracts	\$ 5,9516,063
Limited Tendering	\$ 2,734,035
Emergency Purchases	\$ 836,354
Exceptions	\$ 617,498
Consulting Services	\$
Contract Extensions	\$ 9,340,447
Contract Renewals	\$ 14,401,622
Total Purchasing Activity	\$ 87,446,019
Proceeds from the disposal of assets	\$ 74,255

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 2nd quarter, April 1 to June 30, 2020 in accordance with the reporting requirements set out in the Purchasing By-law 19-2018.

Authored By:

Reviewed and Recommended By:

Claudia Santeramo
Manager, Procurement Performance,
Purchasing

Diane Oliveira
Acting Director, Purchasing

Approved By:

Submitted By:

Michael Davidson,
Commissioner, Corporate Support Services

David Barrick,
Chief Administrative Officer

Attachments:

Appendix 1: Definition of terms referenced in this report.

Appendix 2: Specific procurement details.