



TO:	GENERAL COMMITTEE
SUBJECT:	2019 ANNUAL PROCUREMENT ACTIVITY REPORT
WARD:	ALL
PREPARED BY AND KEY CONTACT:	S. JONES, PURCHASING MANAGER AND CPO, EXT. 4456
SUBMITTED BY:	C. MILLAR, DIRECTOR OF FINANCE AND TREASURER
GENERAL MANAGER APPROVAL:	D. MCALPINE, GENERAL MANAGER OF COMMUNITY AND CORPORATE SERVICES
CHIEF ADMINISTRATIVE OFFICER APPROVAL:	M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

RECOMMENDED MOTION

1. That Staff Report FIN005-20 representing the 2019 Annual Procurement Activity Report, be received for information.

PURPOSE & BACKGROUND

2. The 2019 Annual Purchasing Activity Report reflects the procurement activity for the 2019 budget year, and the report is completed in accordance with the Procurement By-law that was in place during the purchasing activity period, being Procurement By-law 2019-015.
3. The Procurement By-law requires the Chief Procurement Officer to provide the following information:
 - a) An annual information report with the circumstances and details of any emergency purchases, with a procurement value equal to or greater than \$10,000 (see Appendix "A").
 - b) An annual information report with the circumstances and details of any non-standard procurements, with a procurement value equal to or greater than \$10,000 (see Appendix "B").

ANALYSIS

4. In 2019, the Purchasing Branch awarded 175 contracts amounting to \$94,934,900. Of this, Non-Standard Procurements and Emergency Purchases accounted for 6.8% of awards for a total of \$6,424,142.
5. The Procurement Activity Reports are provided in Appendices 'A' and 'B' as follows:
 - a) Appendix 'A' reports the circumstances and details of any emergency purchases with a procurement value equal to or greater than \$10,000; and,

- b) Appendix 'B' reports the circumstances and details of any non-standard purchases with a procurement value equal to, or greater than \$10,000.

Procurement Service Modernization

6. To align and move Barrie's mission, vision and strategic priorities forward, including significant growth in the near future, Purchasing continues undergoing the next stage in its transformation. This includes the following:

Activity Description	Status as of Dec. 31, 2019	Additional Comments
Tools: Implementation of automated, controlled purchase requisition, orders and payments using SAP and implementing e-Tendering to improve source to contract activities	In Progress	<ul style="list-style-type: none"> - e-Tendering implemented Oct. 15, 2018 - SAP implemented Feb. 18, 2019 - Completed pilot of electronic evaluation - Expanding use of bidding system to include contracts module to facilitate efficient administration of contracts and vendor documentation
Processes: Timely and compliant By-law and other new regulatory changes using centralized purchasing templates and processes.	Complete	<ul style="list-style-type: none"> - By-law amendment completed in Q1 2019.
Resources & Planning: Proactive, strategic procurement planning; ensure Purchasing staff have the right skills by providing training and targeted recruitment.	In Progress	<ul style="list-style-type: none"> - 2020 annual purchasing plan developed with in-year refreshes. - Job description review in progress.
P-Card: Policy and procedure update to maximize effectiveness of the program and ensure effective controls.	Complete	<ul style="list-style-type: none"> - Policy, procedure and training completed in 2019 - Revised P-card Agreement to increase rebate
Community Engagement: Working collaboratively with the vendor community to promote doing business with the City.	In Progress	<ul style="list-style-type: none"> - Hosted and participated in GBAPPC Reverse Vendor Tradeshow - Provided lunch and learn session for Barrie Construction Association
Staff Training: Providing staff with information, tools and resources.	In Progress	<ul style="list-style-type: none"> - Launched Procurement Training Modules: Procurement 101, RFP's, Contract Administration, Specification Writing

ENVIRONMENTAL AND CLIMATE CHANGE IMPACT MATTERS

7. There are no environmental and/or climate change impact matters directly related to the recommendations.

ALTERNATIVES

8. As this report is being presented for information purposes only, no alternatives are presented.

FINANCIAL

9. There are no direct financial implications for the Corporation resulting from the recommendation to receive the report.



APPENDIX "A"

2019 Emergency Purchases over \$10,000

Reference No.	Department	Branch	Description	Vendor Name	Award Amount
2019-E001	Corporate Facilities	Facility Planning & Development	Parking Garage Drainage Repair	Double R Mechanical Ltd.	\$94,941.99
2019-E002	Environmental Services	Water Operations	Heritage Well Repairs/Replace Wires from Transformer to Station	Wallwin Electric Services	\$73,450.00
2019-E003	Recreation Services	Recreation Facilities	Replacement of Condenser Unit at Allandale Recreation Centre	Cimco Refrigeration	\$94,672.09
2019-E004	Environmental Services	Water Operations	Repairs to the Backup Power Generator at Surface Water Treatment Plant	Cat-Toromont	\$61,000.00
2019-E005	Innovate Barrie	Centre for Continuous Improvement	SAP Technical Supervisor	Kondor Consulting Group	\$158,400
2019-E006	Engineering	Construction	Repairs to Expansion Joints for Duckworth Highway Interchange	Dufferin Construction Co	\$82,544.00
2019-E007	Engineering	Construction	Asphalt Repairs for Watermain Break at Big Bay Point and Yonge St.	COCO Paving	\$45,000.00
2019-E008	Environmental Services	Water Operations	Repairs Related to Watermain Break at Big Bay Point and Yonge St.	Decast Ltd.	\$22,000.00
2019-E009	Corporate Facilities	Facility Planning & Development	Repairs to Uninterruptible Power Supply (UPS) at Fire Headquarters	KB Electrical	\$15,683.45
2019-E011	Corporate Facilities	Corporate Facilities	Commercial Janitorial Services	SQM	\$50,000.00
TOTAL					\$697,691.53

APPENDIX "B"

2019 Non-Standard Procurements over \$10,000

Reference No.	Term	Department	Branch	Description	Vendor Name	Approved Amount
FIN 2019-S001	1 year	Innovate Barrie	Centre for Continuous Improvement	SAP System Integrator Consultant (extension)	Kondor Group Inc.	\$600,000.00
FIN 2019-S002	1 year	Innovate Barrie	Centre for Continuous Improvement	SAP System Integrator Consultant (extension)	The Addmore Group	\$120,000.00
FIN 2019-S003	4 months	Corporate Facilities	Corporate Facilities	Janitorial Cleaning Services (extension)	Reliable Cleaning Services	\$49,416.00
FIN 2019-S005	529 hours	Engineering	Design	Additional Contract Administration for Centennial Park	McCormack Project Services	\$60,800.00
FIN 2019-S007	One Time	Engineering	Planning & Asset Management	Consulting Services for a Class Environmental Assessment for Dunlop St. (Ferndale to Anne St.)	McIntosh Perry	\$255,000.00
FIN 2019-S008	One Time	Corporate Facilities	Facility Planning & Development	Base Building Construction through Sandbox Leasehold Improvements	Sandbox	\$400,000.00
FIN 2019-S009	One Time	Engineering	Design	Consulting Services for Sunnidale Road Transmission Watermain Relocation	Peto MacCallum Ltd	\$32,000.00
FIN 2019-S010	4 months	Engineering	Approvals	Consultant Services for the Realignment of Infrastructure Implementation Plan (IIP)	Colliers Project Leaders	\$21,000.00



Reference No.	Term	Department	Branch	Description	Vendor Name	Approved Amount
FIN 2019-S011	One Time	Innovate Barrie	Human Resources	Expert Consulting Services for the Investigation of a Confidential Matter	HR Strategic Partners	\$25,000.00
FIN 2019-S012	9 months	Innovate Barrie	Human Resources	Consulting Services for Employee Benefits Renewal	Buffet Taylor and Associates	\$30,000.00
FIN 2019-S013	1 year	Access Barrie	Marketing & Communications	Community Engagement Platform	Bang the Table	\$30,000.00
FIN 2019-S014	1 year	Innovate Barrie	Human Resources	Advertising Services for Positions and Sourcing Candidates	LinkedIn Ireland Unlimited Company	\$55,000.00
FIN 2019-S015	1 Year	Finance	Corporate Finance and Investment	City Banking Services (extension)	TD Bank	N/A
FIN 2019-S016	One Time	Engineering	Design	Consulting Services for Hydrogeological Risk Assessment	Golder	\$10,000.00
FIN 2019-S017	Dec. 31, 2021	CAO/Mayor	CAO/Mayor	Consulting Services for Innovative Funding and Service Delivery Models (Shift Government)	Advisory Studio Inc.	\$60,000.00
FIN 2019-S018	8 Months	Corporate Facilities	Facility Planning & Development	Huron Wendat First Nation Monitoring of Stage 4 Archaeology Study at Allandale Station	Huron-Wendat Nation	\$182,539.28
FIN 2019-S019	1 Month	Corporate Facilities	Corporate Facilities	Janitorial Services (extension)	Reliable Cleaning Services	\$12,354.00
FIN 2019-S020	One Time	Engineering	Design	Pressure Reducing Valve Chambers for Water Distribution System Replacement Program	EFI-Solutions	\$403,796.50 (\$294,742.00 USD)



FIN 2019-S021	Dec. 31, 2019	Roads, Parks & Fleet	Roads, Stormwater, & Rail Operations	End of Life Pavement Preservation Maintenance - CRF Restorative Seal (Pilot Project)	Superior Road Products	\$20,000.00
FIN 2019-S022	Dec. 31, 2019	Engineering	Planning & Asset Management	Early Life Pavement Preservation – Reclamite	Superior Road Products	\$240,000.00
FIN 2019-S023	Dec. 31, 2020	Innovate Barrie	Human Resources	BFES Peer Support Program	WGM Psychological Services	\$50,000.00
FIN 2019-S024	One Time	Corporate Facilities	Corporate Facilities	Emergency Dispatch Desks	Bramic Creative Business Products Ltd.	\$252,809.00
FIN 2019-S025	5 Years	Roads, Parks & Fleet	Roads, Stormwater, & Rail Operations	National Transportation Benchmarking Initiative 2020	AECOM	\$52,500
FIN 2019-S026	Aug. 31, 2021	Access Barrie	Transit & Parking Strategy	Software Development of Farebox System for Georgian College Student Cards for U-Pass Program	TripSpark Technologies Inc.	\$150,000.00
FIN 2019-S027	One Time	Internal Audit	Internal Audit	Service Delivery and Modernization Review	Deloitte LLP	\$200,000.00
FIN 2019-S028	One Time	Environmental Services	Water Operations	Surface Water Treatment Plant Analyzer Replacement	Hach Canada	\$35,000.00
FIN 2019-S029	Jul. 22, 2020	Roads, Parks & Fleet	Traffic & Parking Services	Traffic Systems Cabinets	Econolite Canada Inc.	\$300,000.00
FIN 2019-S030	5 Years	Innovate Barrie	Information Technology	Diamond Great Plains - Licenses, Support, Maintenance and Services	Diamond Software Inc.	\$450,000.00
FIN 2019-S031	One Time	Invest Barrie	Creative Economy	Catering Services for Sponsor Appreciation Event and Air Show	Cravings Fine Food (Jas & Co. Inc.)	\$15,000.00
FIN 2019-S032	1 Year	Innovate Barrie	Human Resources	Employee Experience Study	Howatt HR Consulting	\$75,000.00



FIN 2019-S033	5 Years	Roads, Parks & Fleet	Fleet Services	Servicing and Repairs for Custom Built Environmental Screeners	McCloskey International Limited	\$50,000.00
FIN 2019-S034	2 Years	Roads, Parks & Fleet	Fleet Services	Parts and Service for Sweepers and Vac Trucks	Joe Johnson Equipment	\$200,000.00
FIN 2019-S035	One-Time	Corporate Facilities	Facility Planning & Development	Proprietary Compliant E911 Communications Software for Barrie Simcoe Emergency Services Campus	Komutel Communication Systems	\$71,502.00
FIN 2019-S036	One Time	Corporate Facilities	Facility Planning & Development	Services, Licenses and Hardware to Re-purpose Retired City of Barrie Phone Systems for Barrie Simcoe Emergency Services Campus	Bell Canada	\$60,388.68
FIN 2019-S037	One Time	Engineering	Planning & Asset Management	DC Appeal Defence	WSP Canada Inc.	\$39,000.00
FIN 2019-S038	3 Years	Innovate Barrie	Information Technology	Enterprise License Agreement for Geocortex for Road Patrol and GIS Web Mapping	Esri Canada	\$75,000.00
FIN 2019-S039	One Time	Access Barrie	Transit & Parking Strategy	Upgrade to VoiceGenie Interactive Voice Response (VGIVR) Software	TripSpark	\$45,675.00
FIN 2019-S040	One Time	Innovate Barrie	Human Resources	Confidential Investigation Services	HR Strategic Partners	\$25,000.00
FIN 2019-S041	5 Years	Environmental Services	Environmental Operations	Landfill Gas Analyzer Maintenance	Novatech Service Manager	\$50,000.00
FIN 2019-S043	One Time	Environmental Services	Water Operations	Process Blower Drive Replacement	Aerzen	\$13,000.00
FIN 2019-S044	Jun. 30, 2020	Legislative & Court Services	City Clerk's Office	Internet/Telephone Voting Platform for 2020 By-Election	Simply Voting	\$35,000.00



FIN 2019-S045	One time	Corporate Facilities	Facility Planning & Development	Services for Diverse Fiber Connectivity to Barrie Simcoe Emergency Services Campus	Rogers Communications	\$115,500.00
FIN 2019-S046	3 Years	Environmental Services	Environmental Operations	Waste Reduction Containers – Roll-Out Carts	Rehrig Pacific Company	\$120,000.00
FIN 2019-S047	One Time Purchase	Innovate Barrie	Human Resources	Working at Heights Health & Safety Training	Team - 1 Academy Inc.	\$13,170.00
FIN 2019-S048	5 Years	Innovate Barrie	Information Technology	NaviLine Software Licensing, Support and Maintenance for Water Billing System	CentralSquare Technologies	\$600,000.00
FIN 2019-S049	Jan. 1, 2025	Access Barrie	Transit & Parking Strategy	Barrie Transit Website Accessibility Card Deck System	Magnusmode	\$16,000.00
FIN 2019-S050	Jun. 30, 2020	Innovate Barrie	Human Resources	Consulting Services for Employee Benefits Renewal (extension)	Buffet Taylor and Associates	\$10,000.00
TOTAL						\$5,726,450.50