



TO: GENERAL COMMITTEE

SUBJECT: 2021 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 FIN004-22 representing the 2021 Annual Procurement Activity Report, be received for information.

PURPOSE & BACKGROUND

2. The 2021 Annual Purchasing Activity Report reflects the procurement activity for the 2021 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 2021, the Purchasing Branch awarded 190 contracts amounting to \$180,152,257.02. Of this, Non-Standard Procurements and Emergency Purchases accounted for 9% of awards for a total of \$16,154,995.57.
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	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"> - Implemented single sign on for Bidding System to reduce administrative burden and increase security. - Continuing to investigate opportunities to use Bidding System to increase efficiency of procurement process.
Processes: Timely and compliant By-law and other new regulatory changes using centralized purchasing templates and processes.	In Progress	<ul style="list-style-type: none"> - Updating bid templates and associated documents to ensure aligned with best practices and most recent version of standard contracts (e.g. CCDC).
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"> - 2022 Annual Purchasing Plan developed with in-year refreshes.
P-Card: Policy and procedure update to maximize effectiveness of the program and ensure effective controls.	In Progress	<ul style="list-style-type: none"> - Coding and approval compliance greatly improved.
Community Engagement: Working collaboratively with the vendor community to promote doing business with the City.	In Progress	<ul style="list-style-type: none"> - Engaged with community stakeholders via meetings and ongoing collaboration.
Staff Training: Providing staff with information, tools and resources.	In Progress	<ul style="list-style-type: none"> - Provided virtual Procurement Training Modules to specific departments.

ENVIRONMENTAL AND CLIMATE CHANGE MATTERS

7. There are no environmental or climate change 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 financial implications for the Corporation resulting from the proposed recommendations.



APPENDIX "A"
2021 Emergency Purchases over \$10,000

Reference No.	Description	Department	Branch	Vendor Name	Award Amount (\$)
FIN2020-135EC	Transit Operator Barriers	Transit and Parking	Transit and Parking	Prevost Car	60,000.00
FIN2020-140E	Contaminated Soil Remediation	Business Performance and Environmental Sustainability	Business Performance and Environmental Sustainability	Peto MacCallum Limited	17,025.00
FIN2021-070E	Supply & Installation of Access Gate at Emergency Services Campus	Corporate Facilities	Corporate Facility Services	Leone Fence Co.	9,100.00
FIN2021-121E	Temporary Short Term Rental Vehicles	Operations	Road Operations	Dixon Car & Truck Rental	52,400.00
FIN2021-172E	Replacement of Cogen Engine	Infrastructure	Wastewater Operations	Enerflex Ltd.	171,313.29
FIN2021-174E	Fire Apparatus Frame Replacement	Operations	Road Operations	Chiefs Heavy Truck Collision	70,450.63
FIN2021-186E	Big Bay Point Retaining Wall Replacement	Infrastructure	Linear Infrastructure Projects	Primrose Contracting (Ont.) Inc.	85,000.00
FIN2021-190E	Filtration for Settlement Pond Treatment	Business Performance and Environmental Sustainability	Business Performance and Environmental Sustainability	Aqua-Tech Dewatering	250,000.00
FIN2021-191E	Disposal of Debris from Tornado	Operations	Solid Waste Operations	Barrie Recycling and Waste Corp.	100,000.00
FIN2021-220E	Electrical Equipment and Manpower after Tornado	Corporate Facilities	Corporate Facility Services	Wallwin Electric Services Ltd	19,158.29
FIN2021-235E	Harvie Reservoir Repairs	Infrastructure	Water Operations	Tarpon Contracting, ETO Solutions Corp.	500,000.00
FIN2021-268E	Temporary Offsite Equipment Storage	Operations	Road Operations	Triple B Warehousing Ltd.	22,900.00
TOTAL					1,367,347.21



APPENDIX "B"
2021 Non-Standard Procurements over \$10,000

Reference No.	Description	Department	Branch	Vendor Name	Term	Approved Amount (\$)
FIN2021-028N	GPS AVL Tracking System	Operations	Road Operations	DiCAN Inc.	To Jun. 30, 2022	75,000.00
FIN2021-037N	BFES Dispatch Operations Software	Emergency Services	Operations and Training	Symposium Technologies Inc.	Five Years	400,000.00
FIN2021-059N	Supply & Delivery of Polymer for WwTF	Infrastructure	Wastewater Operations	SNF Canada Ltd	Three Years	450,000.00
FIN2021-072N	Procurement Advisor Services	Finance	Purchasing	Robinson Global Management	One Time	65,000.00
FIN2021-073N	Supply & Installation of Water Meter Reading and Transmission Infrastructure	Infrastructure	Water Operations	Wamco Municipal Products (Div. of Emco Corporation)	Five Years	5,000,000.00
FIN2021-084N	2021 Development Charge Study & By-Law Update	Finance	Finance and Investment	Watson & Associates Economists Ltd.	One Time	46,000.00
FIN2021-085N	Huron Wendat First Nations Monitoring for Allandale Train Station	Corporate Facilities	Facility Planning & Development	Huron Wendat First Nations	Six Months	195,122.40
FIN2021-090N	Barrie Sports Dome Contract Extension	Recreation and Culture Services	Recreation Programs	Barrie Sports Dome	One Year	Revenue Generating
FIN2021-092N	Generator Preventative Maintenance at Emergency Services Campus	Corporate Facilities	Corporate Facility Services	Cummins Canada ULC	Five Years	119,847.94
FIN2021-100N	Insurance Claims Management System	Information Technology	Technology Services	ClearRisk, Inc.	Three Years	73,484.77



FIN2021-102N	BFES Peer Support & Psychological Clinical Lead	Human Resources	Employee and Labour Relations	Sigurdson Psychology Professional Corporation	Two Years	130,000.00
FIN2021-106N	SWTP Pump Repair & Replacement	Infrastructure	Water Operations	ProSpec Technologies Inc.	Three Years	250,000.00
FIN2021-109N	Geotechnical Services for Brock Park NRP	Infrastructure	Linear Infrastructure Projects	Golder & Associates Ltd.	One Time	470,634.25
FIN2021-111N	Rain Gauge Monitoring Program	Corporate Asset Management	Corporate Asset Management	Nottawasaga Valley Conservation Authority	Five Years	131,767.00
FIN2021-135N	Supply & Delivery of R12i Trimble GPS Unit & Subscription	Operations	Road Operations	Cansel Survey Equipment Inc.	Three Years	45,800.00
FIN2021-148N	LittaTrap Catch Basin Inserts	Operations	Solid Waste Operations	Enviropod Canada Limited	One Time	79,800.00
FIN2021-156N	Parts & Service for Teledyne ISCO Samplers	Infrastructure	Wastewater Operations	Avensys Solutions Inc.	Five Years	500,000.00
FIN2021-164N	IGM Employee Experience Listening Tour	Infrastructure	Vertical Infrastructure	Howatt Strategic HR Consulting Inc.	One Time	25,000.00
FIN2021-180N	Consulting Services for Water Modeling for Development Review	Corporate Asset Management	Corporate Asset Management	WSP	One Time	50,000.00
FIN2021-182N	ERIS Software Platform for Water Operations	Infrastructure	Water Operations	Westin Technology Solutions LLC	Five Years	100,000.00
FIN2021-188N	Replacement Parts for SWTP Strainers	Infrastructure	Water Operations	Preston Phipps Inc.	Five Years	75,000.00
FIN2021-189N	Valves & Associated Parts for Water Systems	Infrastructure	Water Operations	Syntec Process Equipment	Five Years	200,000.00
FIN2021-192N	Battery Transportation & Processing	Business Performance and Environmental Sustainability	Business Performance and Environmental Sustainability	Raw Materials Company Inc.	One Year	Revenue Generating



FIN2021-193N	Additional Design Support for Dunlop West (Eccles to Toronto)	Infrastructure	Developer & Special Projects	R.J. Burnside & Associates Limited	One Time	40,535.00
FIN2021-194N	Parts & Components for Clarifier Equipment	Infrastructure	Wastewater Operations	C & M Environmental Technologies Inc.	Five Years	1,500,000.00
FIN2021-196N	Consulting Services for Alectra Agreement & Hydro Substation Specifications	Infrastructure	Vertical Infrastructure Projects	Stantec Consulting Ltd.	One Time	100,000.00
FIN2021-199N	IT Listening Tour Consulting Services	Information Technology	Technology Services	Howatt Strategic HR Consulting Inc.	One Time	25,000.00
FIN2021-200N	Parts & Service for Sweepers and Vac Trucks	Operations	Road Operations	FST Canada Inc. o/a Joe Johnson Equipment	Two Years	300,000.00
FIN2021-201N	Executive Recruitment	Office of the CAO	CAO's Office	Odgers Berndtson Canada Inc.	One Time	82,057.00
FIN2021-204N	Parts & Service for Pumps & Meters for Groundwater System and SWTP	Infrastructure	Water Operations	SCG Process	Five Years	500,000.00
FIN2021-205N	Parts & Service for In-Ground Pressure Regulating Vaults & Valves	Infrastructure	Water Operations	Devine & Associates	Five Years	500,000.00
FIN2021-211N	HR Research & Advisory Firm Membership	Human Resources	Benefits and Compensation	McLean & Company	One Year	15,600.00
FIN2021-213N	ESRI Licensing & Services	Information Technology	Geographic Information Systems	Esri Canada	Three Years	450,000.00
FIN2021-219N	Early Life Pavement Preservation (Reclamite)	Corporate Asset Management	Corporate Asset Management	Superior Road Products	To Dec. 31, 2022	350,000.00
FIN2021-231N	Allen-Bradley Controllers & Components	Infrastructure	Water Operations	Rexel Canada Electrical Inc. o/a Westburne Ontario	Five Years	700,000.00



FIN2021-238N	Water Operations Employee Experience Listening Tour	Infrastructure	Water Operations	Howatt Strategic HR Consulting Inc.	One Time	27,000.00
FIN2021-254N	Superion Naviline Licensing, Hosting & Support Services	Information Technology	Application Services	Superion, LLC	Five Years	700,000.00
FIN2021-260N	Replacement Pumps and Parts for Weir/Hidrostal Pumps for WwTF	Infrastructure	Wastewater Operations	Directrik Inc.	Five Years	750,000.00
FIN2021-265N	BMC Helix Remedyforce (ITSM) Licensing, Maintenance & Services	Information Technology	Application Services	BMC Software Canada Inc.	Five Years	200,000.00
FIN2021-266N	Red Gate Software Licensing & Services	Information Technology	Application Services	Red Gate Software Ltd.	Three Years	15,000.00
FIN2021-274N	Development Charge Appeals Support	Finance	Accounting and Revenue	Watson & Associates Economists Ltd.	One Time	50,000.00
TOTAL						14,787,648.36