



Meeting Date: March 1, 2023

Submitted by: Tiffany Farrell, Director of Corporate Services

Report No: CPS-16-2023

Subject: Procurement activity 2022

Recommendation:

THAT Report CPS-16-2023 regarding Procurement activity 2022 be received for information.

Purpose:

To present to Council the results of the municipality's procurement activity in 2022.

Background:

In 2022, staff brought a report to Council with respect to procurement and working with the County of Middlesex to provide procurement support to Middlesex Centre.

The goal was to centralize procurement service at the County of Middlesex that would service the lower tier municipalities. This was approved at County Council during their 2022 budget deliberations. In addition to this support, staff noted that more information will be provided to Council on annual procurement activities.

Analysis:

At this time, the County of Middlesex has not implemented a centralized procurement team. One team member has been hired and they are working on finalizing their procurement policy and process at the County level for the County of Middlesex.

Staff are waiting on the County's final procurement policy to make updates to Middlesex Centre's to ensure the two are aligned.

Staff do not have a timeline when this procurement support will be in place.

Attachment A contains the bids and tendered procurement activity for 2022 for Middlesex Centre.

Middlesex Centre also participates with multiple group purchasing associations for collaborative purchasing. Specifically, the Municipality participated in one or more procurements conducted by the following cooperative buying groups:

- Elgin Middlesex Oxford Purchasing Group (EMOP)
- Municipal Group Buying Program – Local Authority Services (LAS), Canoe Procurement Group
- Ontario Government Vendor of Record Program – Ontario Government (Supply Chain Ontario).
- Ontario Education Collaborative Marketplace (OECM)

Financial Implications:

As noted in the attachment.

Strategic Plan:

This matter aligns with following strategic priorities:

The procurement activity report as discussed in this report directly responds to:

- Responsive Government - Objective 5.3 – Foster a culture of innovation, continuous improvement, and cost-effective service delivery
 - By sharing information and gathering input, continuing our timely and effective communication to the public.
 - By reviewing and enhancing our processes
- Responsive Government - Objective 5.4 – Expand our Partnerships
 - By working with Middlesex County, neighbouring municipalities and community organizations.

Attachments:

A1 Bids and tendered procurement activity 2022