



Meeting Date: February 26, 2025

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Report No: CPS-09-205

Subject: Procurement Activities, 2024

Recommendation:

THAT Report CPS-09-2025 regarding Procurement Activity in 2024 be received for information.

Purpose:

To present to Council the results of the municipality's procurement activity in 2024.

Background:

Under the *Municipal Act*, 2001, S.O. 2001, Chapter 25, as amended, municipalities must adopt policies with respect to their procurement of goods and services. Middlesex Centre does this through its Procurement Policy. This policy outlines the process the municipality follows when procuring goods and services to ensure fairness, objectivity and transparency, and that the municipality is obtaining the best value for money, among other objectives.

While the policy outlines processes for procurements at all dollar values, this report focusses on procurements for goods and services conducted through request for proposal / tendering via the bids&tenders eProcurement platform. It also summarizes purchases through the LAS buying group.

Analysis:

Middlesex Centre undertook 25 procurement processes through bids&tenders in 2024. The total value of those procurement processes was \$9,635,048. The following table presents an overview of these procurement processes.

Table: Procurement Summary – bids&tenders (2024)

Project Name	Project Number	Award Amount	Awarded Supplier(s)
Animal Control Services	RFQ-BLD-2024-01	\$25,200	Hillside Kennels Animal Control Ltd
Kilworth Heights Parking Lot	21-7114	\$28,540	Middlesex Paving and Maintenance
Municipal Cemetery Grounds Maintenance	RFQ-CLK-2024-01	\$30,100	Doxtator Property Maintenance
Saker Municipal Drain Construction	RFT-PWE-2024-10	\$45,520	Van Bree Infrastructure
Supply of Granular A & B, and Supply and Apply of Granular A	RFT-PWE-2024-02	\$47,750	J-AAR Materials Ltd
Ilderton Municipal Drain No 1 Branches Construction	RFT-PWE-2024-12	\$50,205	McCann Redi-Mix
RFT-PWE-2024-06 Fisher Watt Municipal Drain Construction	RFT-PWE-2024-06	\$95,299	A.G. HAYTER CONTRACTING LTD.
Delaware Community Centre - New Lower Parking Lot Asphalt	RFT-CMS-2024-02	\$97,192	Armstrong Paving and Materials Group Ltd.
Timberwalk Playground Base Construction	RFQ-CMS-24-7119	\$109,217	Ro-Buck Contracting Ltd
Architectural & Engineering Services for the Modernization of the Ilderton Arena	RFP-CMS-2024-01	\$118,000	Matter Architectural Studio Inc.
Bulk Highway Course Winter Road Salt	RFQ-PWE-2024-01	\$134,138	Compass Minerals Canada Corp.
Precast Culvert & Retaining Walls	RFQ-PWE-2024-02	\$139,325	Coldstream Concrete Ltd.
Komoka Community Centre Roof Replacement	RFT-CMS-2024-01	\$205,528	Grandvalley Roofing and Coatings Inc.
Load and Haul Granular A	RFT-PWE-2024-05	\$217,750	Johnston Bros.(Bothwell) Ltd.
Nixon-Stokes Municipal Drain Construction	RFT-PWE-2024-07	\$223,400	Robinson Farm Drainage
Komoka Wastewater Treatment Facility Phased Expansion - Schedule C Municipal Class Environmental Assessment	RFP-PWE-2024-05	\$297,671	Stantec Consulting Ltd.
Road Reconstruction, Servicing, & Urbanization	RFP-PWE-2024-01	\$372,000	AECOM Canada ULC

Project Name	Project Number	Award Amount	Awarded Supplier(s)
Komoka Stormwater Management Facility Detailed Design	RFP-PWE-2024-02	\$376,256	AECOM Canada ULC
Culvert C-580 & C-572 Replacement	RFT-PWE-2024-08	\$419,573	Cope Construction & Contracting Inc.
Culvert C-156 & C-563 Replacement	RFT-PWE-2024-01	\$462,156	Cassidy Construction London Ltd.
Hyde Park Road Asphalt Resurfacing	RFT-PWE-2024-03	\$538,400	GIP Paving Inc.
Needham Municipal Drain Extension Construction	RFT-PWE-2024-09	\$678,500	McNally Excavating
Pumper Tanker	RFT-FS-2024-01	\$699,957	Fort Garry Fire Trucks Ltd
Asphalt Resurfacing	PWE-2024-04	\$930,496	Dufferin Construction Company, A division of CRH Canada Group Inc.
Melrose Water Interconnect Project	PWE-2024-03	\$3,292,876	Birnam Excavating Limited
Total Value of Procurement via bids&tenders, 2024		\$9,635,048	

Middlesex Centre also participates with 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)

Among the items Middlesex Centre purchased through the LAS/Canoe Procurement Group in 2024 are:

- Cooling Tower (Komoka), Cimco Refrigeration
- Rink Brine Chiller (Ilderton Arena), Cimco Refrigeration
- Condenser (Ilderton Arena), Cimco Refrigeration
- HVAC Unit for Hall (Ilderton Community Centre), Cimco Refrigeration

- HVAC Unit for Gym Change Rooms (Komoka Wellness Centre), Cimco Refrigeration
- Tube Heaters for Ilderton Arena, Cimco Refrigeration
- Overhaul Compressor and Motor for Ilderton Arena, Cimco Refrigeration
- Compact Track Loader, Bobcat
- Replacement Plow Truck, Viking Cives (Frieghtliner)
- Replacement Loader, Equipment Sales and Service (Komatsu)

Financial Implications:

Managing procurement processes is undertaken by staff at the municipality, the cost of which is included in the annual operating budget. The costs of goods and services purchased is also included in the annual budget (operating and/or capital). Goods and services that fall outside of the approved budget amounts and/or that do not meet stated procurement requirements in the policy (for example, requiring three bids), are brought to Council for approval, as outlined in the Procurement Policy.

Strategic Plan:

This matter aligns with following strategic priority:

- Responsive Municipal Government

Middlesex Centre's procurement activities align with:

Strategic Plan 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... and by reviewing and enhancing our processes

Strategic Plan Objective 5.4 – Expand our Partnerships... by working with Middlesex County, neighbouring municipalities and community organizations.

Attachments:

N/A