Minutes – Executive Policy Committee – September 21, 2023

REPORTS

Item No. 9 2022 Single Source Assignments for Consultants, Goods and Services

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Winnipeg Public Service and recommended to Council:

1. That this Report, including Appendices, be received as information.

DECISION MAKING HISTORY:

Moved by Councillor Mayes,

That the recommendation of the Winnipeg Public Service be concurred in and forwarded to Council.

Carried

David Grant submitted a communication with respect to the matter.

ADMINISTRATIVE REPORT

Title: 2022 Single Source Assignments For Consultants, Goods And Services

Critical Path: Executive Policy Committee – Council

AUTHORIZATION

Author	Department Head	CFO	CAO
B. D'Avignon	C. Kloepfer	C. Kloepfer	M. Jack

EXECUTIVE SUMMARY

The Chief Administrative Officer is required to report annually to Council on:

- Single source assignment of consultant services – Appendix A
- Single source assignments for goods and services exceeding $100,000 (not including consultants) – Appendix B

Council, Executive Policy Committee (EPC) and the Public Service have certain authorities for approving single source transactions under very strict guidelines. The guidelines are included in the City of Winnipeg's Materials Management Policy F1-003 (the Policy) and apply to all procurement under the Policy.

On September 12, 2018, EPC directed that commencing with the 2018 annual report on single source assignments, the Public Service provide a chart that lists the total amount of contract awards per vendor and the total value of those contracts.

The Report is based on payments/awards during the period of January 1, 2022 to December 31, 2022 and includes:

Appendix A: consultant names, number of contracts per consultant and the total value of the payments on the single source consultant assignments.

Appendix B: awards of single source (non-consultant) contracts, exceeding $100,000, vendor names, number of contracts per vendor and the total value of awards.

This Report includes all City Departments.

RECOMMENDATIONS

1. That this Report, including Appendices, be received as information.

REASON FOR THE REPORT

On March 24, 2004, Council adopted Item 1 of the Report of EPC, dated March 10, 2004, delegating certain authorities from the Policy to the Chief Administrative Officer. The Chief Administrative Officer is required to report annually to Council on the assignment of consultants.

In March 2016, the Public Service was requested to report on the use of single source authority for goods and services (not including consultants), exceeding $100,000, on an annual basis.

IMPLICATIONS OF THE RECOMMENDATIONS

There are no implications to receiving this report as information.

HISTORY/DISCUSSION

The Report contains single source procurements approved by:

- Council
- EPC
- Public Service

Council, EPC and the Public Service have certain authorities for approving single source transactions under very strict guidelines. The guidelines are included in section B4 of the Policy and apply to all procurement under the Policy.

The City is subject to various trade agreements that set thresholds for goods and services requiring public solicitation, the most restrictive being:

- $75,000 for goods and services (including consultants, not including construction)
- $200,000 for construction

Generally, solicitations beyond the above dollar thresholds require public solicitation.

Attached to this report are Appendices which include the requested detail on single source assignments for consultant and goods and services contracts. The following is a summary of totals for each appendix:

APPENDIX A - Consultant Assignments	$ 5,921,225.08
APPENDIX B - Goods and Services	$ 10,101,170.32

Note:
The City's Materials Management website publishes all tenders issued for goods and services, including approximately $40 million in publicly tendered Consultant contracts annually.

APPENDIX A - CONSULTANT ASSIGNMENTS

Appendix A includes all payments on single source consultant assignments, vendor names, the number of contracts per vendor and the total value of payments based on the period of January 1, 2022 to December 31, 2022.

Where the Chief Administrative Officer approves a single source assignment, pursuant to B4.1 (j) (emergency) (not to exceed $5 million), such approvals shall be reported at least annually.

All over-expenditures on single source assignments are approved by the Chief Financial Officer. In no cases are over-expenditures approved without funds being available in an approved budget.

Consultant services are either posted to the City's Materials Management website as a Request for Proposal or they are disclosed on this single source report.

This Report includes all City Departments. The Mayor and Council consultant expenditures are reported together with all expenditures on a monthly basis on the City's website and, as such, are not repeated in this report.

APPENDIX B - SINGLE SOURCE ASSIGNMENTS *(not including Consultant Services)*

In March 2016, the Public Service was requested to provide EPC with a report on the use of single source authority, on an annual basis.

Appendix B includes all single source awards exceeding $100,000, vendor names, number of contract awards per vendor and the total value of awards based on the period of January 1, 2022 to December 31, 2022.

FINANCIAL IMPACT

Financial Impact Statement

Date: July 11, 2023

Project Name:

2022 SINGLE SOURCE ASSIGNMENTS FOR CONSULTANTS, GOODS AND SERVICES

COMMENTS:

There are no financial implications to receiving this report as information.

Randy Bernard

Randy Bernard, CPA, CMA
Manager of Finance & Administration (Campus)
Corporate Finance Department

CONSULTATION

This Report has been prepared in consultation with:

All Departments

OURWINNIPEG POLICY ALIGNMENT

Consideration was given as to where this report connects to the OURWinnipeg Policy, and it was determined that the OURWinnipeg Policy is not applicable to this specific report.

WINNIPEG CLIMATE ACTION PLAN ALIGNMENT

Consideration was given as to whether this report connects to the Winnipeg Climate Action Plan (CAP), and it was determined that the CAP is not applicable to this specific report.

WINNIPEG POVERTY REDUCTION STRATEGY ALIGNMENT

Consideration was given as to whether this report connects to the Winnipeg Poverty Reduction Strategy (PRS) and its Goals and Objectives, and it was determined that the PRS is not applicable to this specific report.

SUBMITTED BY

Department: Corporate Finance
Division: Materials Management
Prepared by: B. D'Avignon
Date: July 14, 2023

Attachments:

APPENDIX A -– CONSULTANT ASSIGNMENTS
APPENDIX B -– SINGLE SOURCE ASSIGNMENTS *(not including Consultant Services)*

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2022 to December 31, 2022		
CONSULTANT	**NUMBER OF CONTRACTS**	**TOTAL PAYMENTS for 2022**
1X1 Architecture Inc.	1	$66,418.00
AECOM Canada Ltd.	8	$245,223.94
AJC Appraisals	1	$1,100.00
Alden Wiebe	1	$160.00
Alireza Almaleki	1	$800.00
Allen Sutherland	1	$1,000.00
Altus Group Ltd	2	$7,300.00
Associated Engineering (SASK) Ltd	1	$4,029.50
Barnes & Duncan Ltd.	1	$30,198.00
Blake Cassels & Graydon LLP	1	$75,000.00
Blueprint Strategic Consulting Services Inc.	1	$6,500.00
Brian McLeod	2	$5,500.00
Bridgewater Veterinary	1	$344.87
Bridgman Collaborative Architecture Ltd.	1	$7,938.24
Brock McIlroy	1	$6,704.00
BW Ferguson & Associates Ltd.	9	$38,550.00
CAF services	1	$814.09
Carolyn Moar	1	$1,200.00
Cengys Ltd.	2	$49,264.33
Charleson Engineering Ltd.	1	$7,237.50
Cherie Hennessey	1	$500.00
Clarion Associates	1	$6,971.22
Clinic Psychology Manitoba	1	$3,360.00
Colliers Project Leaders Inc.	1	$65,600.00
Compugen Inc.	1	$56,750.13
Conexus Counselling	1	$1,880.00
Crosier Kilgour & Partners	15	$119,706.95
CWB Group Industry Solutions Ltd	1	$2,499.96
D'Arcy & Deacon LLP	1	$64,378.89
Daris Cheung	1	$1,120.00
David Wagner Associates Inc.	5	$98,827.42
Dean Spearman Landscape Architect	1	$26,660.00
Deloitte LLP	2	$424,649.32
Dennis T. Browaty & Associates Ltd.	10	$19,950.00
DGH Engineering Ltd.	1	$10,131.95
Dillon Consulting Ltd	3	$42,059.30

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2022 to December 31, 2022		
CONSULTANT	**NUMBER OF CONTRACTS**	**TOTAL PAYMENTS for 2022**
Dr Alexi Yanovsky	1	$200.00
Dr John Arnett	1	$25,180.00
Dr John L Rabson Medical Corporation	1	$914.79
Dr John Stambrook	1	$2,400.00
Dr Michael Stambrook	1	$5,170.00
Dr Neda Anssari	1	$177.71
Dr Paula Battle	1	$2,800.00
Dr Scott Young	1	$2,400.00
Driver Check Inc	1	$11,442.59
Duboff Edwards Schachter Law Corporation	5	$382,507.52
Dynacare	1	$1,131.15
Eng-Tech Consulting Limited	1	$19,797.66
Epp Siepman Engineering	1	$4,800.00
F.A. Roberts & Associates Ltd.	6	$97,198.60
Facilitated Solutions Inc	3	$26,422.73
F-BLOK architecture Inc.	2	$57,456.38
Filmore Riley LLP	3	$130,808.41
Fireseeds North Infrastructure	1	$22,445.00
Four Seasons Reporting Services	1	$748.50
Friesen Drillers Ltd.	1	$3,650.00
FT4	1	$38,606.57
Grant Golf	1	$7,435.00
Gravity Union Solutions Limited	1	$44,917.25
Halladay Appraisal Services Ltd.	1	$2,150.00
Hatch Ltd.	1	$22,210.00
Heart Beat Inc	1	$7,320.00
HLC Consulting Ltd	1	$77,363.25
HTFC Planning & Design	10	$109,530.41
Integrated Designs Inc.	2	$16,916.00
Isaac & Denchuk Manitoba Land Surveyors Ltd	1	$8,530.00
J Hogue & Associates	1	$2,935.00
J. Redmond, Consulting	5	$9,675.00
Jaewoo Park	1	$960.00
Joanna Maclean	1	$3,040.00
Jorey Electric Ltd	1	$10,210.00
Kemp Appraisal Ltd.	3	$1,750.00

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2022 to December 31, 2022		
CONSULTANT	**NUMBER OF CONTRACTS**	**TOTAL PAYMENTS for 2022**
Kerri Onotera	1	$2,080.00
KGS Group	12	$199,700.87
Kingsbury Family Medical Centre	1	$30.00
KPMG LLP	3	$19,955.50
Landmark Planning & Design Inc.	1	$26,827.08
Lawson Lundell LLP	1	$2,417.00
Lissa Currie	1	$1,280.00
Little Bluestem, Landscape Architecture and Design	1	$22,135.80
LS Canada Inc.	1	$6,000.00
Markus Buchart	1	$10,000.00
Marr Finlayson Pollock LLP	1	$669,250.30
McGowan Russell Group	4	$68,534.77
McMullan Associates	1	$2,250.00
Mercer (Canada) Limited	1	$950.00
Microtraffic Inc.	1	$23,250.00
MLT Aikins LLP	1	$18,147.77
MNP LLP	2	$106,915.58
Morrison Hershfield Limited	2	$16,234.52
Myers LLP	2	$104,208.34
Myrna Friedenberg	1	$3,780.00
Nick Cauthers	1	$160.00
North/South Consultants Inc.	1	$26,774.65
Northern Sky Architecture Inc	1	$6,075.25
Number Ten Architectural Group	1	$414,711.54
Oakbank Medical Clinic	1	$75.00
Oakville Wellness	1	$685.73
Out of the Box CIO Inc.	1	$36,630.00
Pembina Veterinary Hospital	1	$24,676.12
People First HR Services	1	$988.00
Peter Tonge	1	$160.00
Pitblado LLP	3	$116,069.50
Polimeni Medical Corporation	1	$2,400.00
Pollock & Wright Land Surveying	3	$103,022.00
Price Waterhouse Coopers LLP	1	$22,465.00
Probe Research Inc.	1	$32,200.00
Protec Hearing Inc	1	$31,093.76

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2022 to December 31, 2022		
CONSULTANT	**NUMBER OF CONTRACTS**	**TOTAL PAYMENTS for 2022**
Pure Lifestyle Ltd	1	$5,700.00
QCA Building Envelope Ltd.	1	$812.50
Radiology Consultants of Winnipeg	1	$3,603.49
Red Clay Consulting Inc.	1	$33,735.50
Red River Group	6	$13,470.00
Rempel, Wagner, Dunn Real Estate Appraisers Ltd.	2	$500.00
Ronald S Ade Law Corporation	2	$3,329.93
Rowan Williams Davies & Irwin Inc	1	$14,500.00
Roxanne Green – Community Engagement Specialist	1	$4,000.00
Safety Services Manitoba	1	$16,489.00
Samuel Hogman	1	$4,160.00
Scatliff Miller Murray	4	$110,465.99
SGS Canada Inc.	1	$4,187.50
Siemens Canada Ltd	1	$74,900.00
Simmonds and Associates	1	$2,392.01
SMS Engineering	4	$41,839.61
SNC-Lavalin Inc.	2	$49,961.45
SQ A Healing Journey	1	$1,250.00
Stantec	7	$264,814.63
Stephen Kesselman	1	$960.00
Stevens Surveys	2	$16,826.50
Stoffel Survey	2	$9,972.00
Synergy Interior Design Inc.	3	$12,121.36
T2 Systems Canada Inc.	1	$11,700.00
Tammie-Lee Rogowski	1	$700.00
Taylor MCCaffrey LLP	2	$87,802.42
Tetra Tech Canada Inc.	3	$89,180.23
Thompson Dorfman Sweatman LLP	1	$14,712.55
Toews Environmental Ltd.	1	$8,096.93
Tower Engineering Group Ltd	1	$10,199.38
Transportation Association of Canada	3	$16,100.00
Treaty Relations Commission of Manitoba - Elder Bone	1	$325.00
Trek Geotechnical Inc.	2	$3,686.25
Tri-Star Traffic Control Systems Inc.	1	$49,297.50
Various Physicians	1	$29,890.15
Veritex Integration	1	$4,159.75

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2022 to December 31, 2022		
CONSULTANT	**NUMBER OF CONTRACTS**	**TOTAL PAYMENTS for 2022**
Winnipeg Animal Emergency	1	$2,134.56
Winnipeg Clinic	1	$719.50
Woven Collaborative	1	$2,904.76
WSP Canada Inc.	9	$121,963.42
GRAND TOTAL	**287**	**$5,921,225.08**

APPENDIX B		
SINGLE SOURCED CONTRACTS – Goods and Services (not including Consultants) January 1, 2022 to December 31, 2022		
CONTRACTOR	**NUMBER OF CONTRACTS**	**CONTRACT VALUE**
Accela Inc.	1	$110,672.17
Calytera Software Inc.	1	$173,881.16
Canadian Pacific Railway Company	1	$199,975.45
Central Hydronics Inc	1	$103,874.52
Commercial Credit Adjusters Ltd	1	$175,000.00
De Nora Water Technologies LLC	2	$600,000.00
F.R.S Group Inc.	1	$115,988.12
Flexity Solutions	1	$500,000.00
GENESYS Telecommunications Laboratories, Inc.	1	$180,129.61
GIRO Inc.	1	$155,509.00
Glacial Aggregates Inc.	1	$200,820.00
Granicus Canada Holdings ULC	1	$156,662.90
Intergraph Canada Ltd. dba Hexagon Safety & Infrastructure	1	$357,654.48
JSI Telecom Inc.	1	$305,800.00
L3 Harris Wescam Inc.	1	$494,000.00
Laerdal Medical Canada Ltd	1	$148,182.76
Lynx Graphics Ltd	1	$300,000.00
Manitoba Hydro	3	$865,823.86
McAsphalt Industries Ltd	1	$171,400.00
N. Harris Computer Corporation	1	$175,713.55
Niche Technologies Inc.	1	$349,310.95
Oracle Canada ULC	3	$962,486.17
Precisely Software and Data Canada Inc.	1	$364,690.11
T2 Systems Canada	1	$195,488.60
Thales DIS Canada Inc.	1	$152,032.95
Toromont Industries Ltd.	2	$269,455.21
Tri-Core Projects	1	$517,418.75
Postmedia Network Inc., (dba Winnipeg Sun)	1	$108,000.00
Winnipeg Free Press	1	$359,000.00
Winnipeg Regional Health Authority (WRHA)	1	$350,000.00
Wintec	1	$182,200.00
ZOLL Medical Canada Inc.	1	$800,000.00
GRAND TOTAL	**38**	**$10,101,170.32**