Minutes – Executive Policy Committee – December 4, 2024

REPORTS

Item No. 10 2023 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, as amended, and recommended to Council:

1. That this report, including appendices, be received as information.

2. That the Public Service be directed to include the approving authority in future reports.

3. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

DECISION MAKING HISTORY:

Moved by Councillor Duncan,

That the recommendation of the Winnipeg Public Service be concurred in, with the following amendment:

- Add the following new Recommendation:

  "2. That the Public Service be directed to include the approving authority in future reports."

and forwarded to Council.

Carried

David Grant submitted a communication in opposition to the matter.

ADMINISTRATIVE REPORT

Title: 2023 Single Source Assignments for Consultants, Goods and Services

Critical Path: Executive Policy Committee – Council

AUTHORIZATION

Author	Department Head	CFO	CAO
B. D'Avignon	T. Graham	T. Graham	S. Armbruster, Interim CAO

EXECUTIVE SUMMARY

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

- Single source assignment of consultant services – see Appendix A
- Single source assignments for goods and services exceeding $100,000 (not including consultants) – see 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 Purchasing 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, 2023, to December 31, 2023, 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	$ 5,521,550.24
APPENDIX B - Goods and Services	$ 26,286,248.99

Note:
The City's Purchasing 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, 2023, to December 31, 2023.

Where the Chief Administrative Officer approves a single source assignment, pursuant to B4.1 (j) (emergency) (not to exceed $10 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 Purchasing 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, 2023, to December 31, 2023.

FINANCIAL IMPACT

Financial Impact Statement

Date: November 8, 2024

Project Name:

2023 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

N/A

WINNIPEG CLIMATE ACTION PLAN ALIGNMENT

N/A

WINNIPEG POVERTY REDUCTION STRATEGY ALIGNMENT

N/A

SUBMITTED BY

Department: Corporate Finance
Division: Purchasing
Prepared by: B. D'Avignon
Date: November 12, 2024

Attachments:

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

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2023 to December 31, 2023		
CONSULTANT	**NUMBER OF CONTRACTS**	**TOTAL PAYMENTS for 2023**
2 to Lead Ltd	1	43,890.00
A Little Nutrition Inc	1	1,470.00
Ade & Lee Law Group LLP	1	2,540.55
AECOM Canada Ltd.	8	430,514.18
Alden Wiebe	1	160.00
Alejandra Diabb Sanchez	1	200.00
Allen Sutherland	1	600.00
Alycia Murdock	1	250.00
Animal Hospital of Manitoba	1	4,670.00
Anna Huard	1	6,000.00
Archevent	1	11,332.00
Associated Engineering (Sask) Ltd	1	4,415.50
Barb Guimond	1	500.00
Bark and Meow Mobile Veterinary Clinic	1	22,011.48
Barnes & Duncan Ltd.	1	8,402.00
Birchwood Animal Hospital	1	7,408.38
Blueprint Strategic Consulting Services Inc.	2	34,515.50
Brian McLeod	1	11,250.00
Bridgwater Veterinary Hospital	2	13,308.65
Brivia Consulting	1	16,500.00
BrookMcIlroy	1	41,395.10
BSE Welding Engineering Limited	1	8,049.99
Buy Social Canada	1	8,100.00
BW Ferguson & Associates Ltd	2	18,200.00
Carolyn Moar	2	900.00
Catalyst Consulting	1	46,300.00
Cengys Ltd.	1	6,349.99
Centennial Animal Hospital	1	25,346.67
Center for Transportation and the Environment	1	49,616.41
Central Veterinary Services	1	10,721.64
CH2M Hill Canada Limited dba Jacobs	1	13,820.50
Chantel Moodoo	1	300.00
Charleson Engineering Ltd	1	5,262.50
Chimdinma Kate Chijioke	1	200.00
Cibinel Architecture Ltd	1	31,222.78
Clayton Sandy	1	250.00
Clinic Psychology Manitoba	1	420.00
Compugen Inc.	1	48,016.25

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2023 to December 31, 2023		
CONSULTANT	**NUMBER OF CONTRACTS**	**TOTAL PAYMENTS for 2023**
Conexus Counselling	1	4,165.00
Construction Safety Association of Manitoba	1	19,947.00
Crosier Kilgour & Partners Ltd	8	83,309.85
D Robinson & Associates Inc	1	1,600.00
Daniel Gherbu	1	250.00
David Wagner Associates Inc	4	52,315.76
DBT Winnipeg Inc	1	300.00
Dean Spearman Landscape Architect	3	26,750.00
Deloitte LLP	3	617,644.55
Dennis T. Browaty & Associates	1	9,100.00
Devon Johnstone	1	1,760.00
DGH Engineering Ltd.	2	1,892.45
Diamond and Schmitt Architects	1	68,670.00
Diana Craig	1	5,360.00
Dillon Consulting Limited	8	191,880.98
Dr Bowen Zhou	1	50.00
Dr John Arnett	1	2,375.00
Dr John L Rabson Medical Corporation	1	812.24
Dr John Stambrook	1	2,300.00
Dr Paula Battle	1	5,390.00
Dr Scott Young	1	1,400.00
DriverCheck Inc	1	9,530.61
Duboff Edwards Haight & Schachter	2	407,561.04
Dynacare	1	1,322.80
East St Paul Animal Hospital	1	7,498.50
Eclectic Communications	1	11,215.00
Emily Diana Martin	1	300.00
Eng-Tech Consulting Limited	2	9,824.98
Erhard Associates	1	6,344.00
F.A. Roberts & Associates Ltd.	3	39,918.54
Facilitated Solutions Inc	2	54,753.79
Faria Leera	1	200.00
F-Blok Architecture Inc	1	7,535.92
Fillmore Riley LLP	3	22,073.87
Gange Collins	1	8,102.59
Georgiana Petec	1	75.00
Glenn Schroeder	1	600.00
Grant Park Animal Hospital	1	15,375.52
Gravity Union Solutions Limited	1	7,262.50

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2023 to December 31, 2023		
CONSULTANT	**NUMBER OF CONTRACTS**	**TOTAL PAYMENTS for 2023**
Green Hand To Shoulder Physiotherapy	1	45.00
Harvard School of Public Health	1	67,289.29
Heart Beat Inc	1	16,260.00
Hexagon Psychology Inc	1	34,200.00
Hilda Anderson-Pryz	1	4,100.00
HTFC Inc	7	116,733.39
Indigenous Strategy	1	20,250.00
Infinity Nutrition & Health Coaching Inc	1	789.00
Integrated Designs Inc.	1	14,000.00
Islamic Social Services Association Inc	1	1,000.00
J. Redmond Consulting	2	1,692.50
Jason Cook	1	80.00
Jeffrey C Waldman Medical Corporation	1	1,500.00
Joanna Maclean	1	640.00
Kenaston Veterinary Hospital	1	20,801.13
KGS Group	15	844,403.16
Kingsbury Family Medical Centre	1	100.00
KLD LAW	1	642.00
KPMG LLP	3	19,260.00
Laura Tyler	1	6,000.00
Lauren Beck	1	100.00
Lawson Lundell LLP	1	7,583.00
Leading Mobility	1	17,575.00
Lifeworks (Canada) Ltd	1	645.00
Lisa Lewis	1	9,500.00
Little Bluestem, Landscape Architecture and Design	1	1,964.30
LS Canada Inc.	1	4,001.00
Luke Brueton-Campbell	1	1,840.00
Machray Animal Hospital	1	140.00
Manitoba Customer Contact Association	1	500.00
Manitoba Harm Reduction Network	1	200.00
Manitoba League of Persons with Disabilities	1	4,500.00
Marcy Richard	1	5,250.00
Marisa Cline Yoga	1	3,935.00
Marr Finlayson Pollock LLP	1	443,757.69
McGowan Russell Group	3	23,092.83
McPhillips Animal Hospital	1	201.96
Mercer (Canada) Limited	1	2,450.30

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2023 to December 31, 2023		
CONSULTANT	**NUMBER OF CONTRACTS**	**TOTAL PAYMENTS for 2023**
Mitousis Lemieux Howard Law Corporation	1	29,634.67
MNP LLP	4	64,292.72
Mohamed Behi	1	80.00
Monteyne Architecture Works Inc	1	28,588.00
Mood Disorders Association of Manitoba	1	450.00
Morrison Hershfield Limited	3	78,734.37
Munroe X-Ray Clinic	1	200.00
MWI Consultants Inc.	1	6,175.00
Mycardia Clinic	1	200.00
Myers Weinberg LLP	1	74,327.50
Myrna Friedenberg	1	4,760.00
Natasha Smikles	1	1,170.00
Northern Sky Architecture Inc	1	308.25
O2 Planning & Design Inc.	1	8,610.00
Oakville Wellness	1	3,960.00
OnX Enterprise Solutions	1	954.74
Out of the Box CIO Inc.	1	8,370.00
Partners in Discovery Ltd	1	8,700.00
Pembina Veterinary Hospital	2	26,096.12
People First HR Services Ltd	2	7,732.40
Peter Tonge	1	160.00
Pinchin Ltd	3	12,065.00
Pitblado LLP	2	12,622.15
Polimeni Medical Corporation	1	7,200.00
Precious Pet Cremation	1	1,324.50
Price Waterhouse Coopers LLP	1	11,956.35
Priority Propane Training	1	1,875.00
Prolex Media	1	18,000.00
Prosci Canada ULC	1	17,482.50
Protec Hearing Inc.	1	23,870.10
Pure Lifestyle Ltd	1	17,715.00
Queer Education Foundation	1	2,500.00
Radiology Consultants of Winnipeg	1	3,140.79
Ramona Bonwick	1	80.00
Red Clay Consulting Inc.	1	33,735.50
Rehnuma Mahjabin	1	200.00
Roxanne Green – Community Engagement Specialist	1	4,000.00
Rukhser Ahmed	1	200.00

APPENDIX A		
PAYMENTS to SINGLE SOURCED CONSULTANTS January 1, 2023 to December 31, 2023		
CONSULTANT	**NUMBER OF CONTRACTS**	**TOTAL PAYMENTS for 2023**
Safety Services Manitoba	1	7,695.00
Sage Creek Animal Hospital	1	202.57
Samia Farhana Sobhan	1	200.00
Samuel Hogman	1	1,600.00
Sandra Delaronde	1	1,700.00
Sandra Hodzic Consulting	1	4,800.00
Scatliff + Miller + Murray	2	52,456.00
SDC Services	1	20,025.00
SGS Canada Inc.	1	7,969.99
Silver Heights Veterinary Hospital	1	1,638.70
SMS Engineering	4	32,037.77
SNC-Lavalin Inc.	1	28,087.50
Sobiya Badat	1	200.00
St Vital Veterinary Hospital	1	5,749.86
Stantec Consulting Ltd	6	56,962.04
Synergy Interior Design Inc	1	2,097.90
T2 Systems Canada Inc.	1	3,900.00
Taylor McCaffrey LLP	3	27,357.66
Tejinder Bains	1	500.00
Telus Health (Canada) Ltd	1	1,500.00
Tetra Tech Canada Inc.	3	119,578.69
The Cavanagh Law Firm	1	7,871.93
The Winnipeg Humane Society	1	3,066.92
Tobi Jolly	1	250.00
Tower Engineering Group Limited	1	14,699.54
Trek Geotechnical Inc.	3	37,999.00
Tri-Star Traffic Control Systems Inc.	1	7,035.00
Ultimate Potentials Corporation	1	13,000.00
Various Physicians	1	23,019.29
Westwood Veterinary Hospital	1	10,049.48
Winnipeg Animal Emergency Clinic	2	-160.80
Winnipeg Clinic	1	143.90
Winnipeg Humane Society	1	145.00
Wolfrom Engineering Ltd.	1	4,594.50
Workplace Safety North	1	600.00
WSP Canada Inc.	6	163,308.03
Grand Total	**285**	**$ 5,521,550.24**

APPENDIX B		
SINGLE SOURCED CONTRACTS – Goods and Services (not including Consultants) January 1, 2023 to December 31, 2023		
CONTRACTOR	**NUMBER OF CONTRACTS**	**CONTRACT VALUE**
Accela Inc.	1	116,205.77
AXON Public Safety Canada Inc (5-year contract)	2	2,994,129.21
BellMTS	1	155,516.00
Canadian Pacific Railway Limited	1	170,810.79
Canem Systems Limited	1	106,697.12
Chase Paymentech Solutions	1	104,400.00
Commercial Truck and Pierce Fire Apparatus	1	209,283.06
eda Environmental Ltd.	1	438,716.00
Enerflex Ltd.	1	201,482.08
Forrest Green Solutions	1	258,968.00
Garival S.E.C.	1	395,686.16
GENESYS Telecommunications Laboratories, Inc.	1	192,445.77
GFL Environmental Inc.	1	826,000.00
Global Rental Canada ULC	1	194,028.00
Hanscomb Limited	1	132,900.00
His Majesty the King, (Minister responsible for Innovation, Science and Economic Development Canada (ISED)	1	200,000.00
Impact Security Group Inc.	2	781,073.00
Intergraph Canada Ltd. dba Hexagon	4	1,346,210.28
J.G. Janitorial Services Ltd.	1	143,550.00
Lynx Graphics Ltd	2	500,000.00
Manitoba Hydro	3	1,228,847.34
N Harris Computer Corporation	1	180,985.00
Niche Technologies	1	354,549.83
Oracle Canada ULC	5	1,494,306.63
Persons Community Solutions Limited	1	771,021.00
Phoenix Ironworks Ltd	1	126,278.25
PL Technology Solutions	1	252,610.00
Polar Building Cleaning (2001) Ltd.	1	239,426.46
Postmedia Network Inc. dba The Winnipeg Sun	1	100,000.00
Precise Parklink Inc.	1	1,149,322.09
Quadient Canada Limited	1	485,000.00
Rampart International Corporation	1	926,577.75
River City Ford Sales Ltd.	1	111,302.00
Safran Helicopter Engines Canada Inc.	1	294,322.00
SirsiDynix Corporation	1	814,904.00
T2 Systems Canada Inc	1	208,512.77

APPENDIX B		
SINGLE SOURCED CONTRACTS – Goods and Services (not including Consultants) January 1, 2023 to December 31, 2023		
CONTRACTOR	**NUMBER OF CONTRACTS**	**CONTRACT VALUE**
Thales DIS Canada Inc.	1	164,195.58
Verint Americas Inc.	1	354,974.05
Vermeer Canada Inc.	1	120,000.00
Waste Connections of Canada	1	1,147,000.00
Winnipeg Arts Council	1	200,028.00
Winnipeg Regional Health Authority	2	1,334,560.00
Wintec Building Services Inc	1	4,759,425.00
Grand Total	**56**	**$ 26,286,248.99**