



**City of Kingston
Report to Council
Report Number 25-147**

To: Mayor and Members of Council
From: Desirée Kennedy, Chief Financial Officer & City Treasurer
Resource Staff: Lana Foulds, Director, Financial Services
Brent Funnell, Manager, Procurement
Date of Meeting: June 17, 2025
Subject: April 2025 Tender and Contract Awards Subject to Delegation of Authority

Council Strategic Plan Alignment:

Theme: Corporate business

Goal: See above

Executive Summary:

Section 21.1 of [City of Kingston By-Law Number 2022-154](#), as amended, A By-Law to Establish a Procurement Policy for the City of Kingston, requires a monthly information report be provided to Council summarizing all procurement contracts with a value exceeding \$100,000 that were awarded by delegated authority. Accordingly, this information report provides Council with details of contracts greater than \$100,000 awarded for the month of April 2025 that meet the established criteria of delegated authority for standard procurements and non-standard procurements.

Recommendation:

This report is for information only.

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Options/Discussion:**Background**

[City of Kingston By-Law Number 2022-154](#), as amended, A By-Law to Establish a Procurement Policy for the City of Kingston, provides for the delegation of authority to award contracts under both standard and non-standard procurement methods. Schedule C to By-Law Number 2022-154 delegates the approval authority to senior staff and Procurement Services for both procurement methods.

Standard Procurement

Standard procurement is defined as the acquisition of goods, services, or construction, or a combination thereof, in accordance with the standard procurement method for the type and value of the deliverables as determined in City of Kingston By-Law Number 2022-154, as amended. Utilizing the standard procurement method, Schedule C to By-Law Number 2022-154 provides for the delegated authority to award contracts greater than \$100,000 but less than \$500,000 to City Directors and Procurement Services, and contracts greater than \$500,000 to the City Commissioners and Procurement Services.

Standard procurements greater than \$100,000 require a competitive process conducted in accordance with the procurement's solicitation document. As provided for in the solicitation document, tenders are evaluated and awarded based solely on price, whereas request for proposals (RFPs) are based on the highest ranked proponent based on pre-determined price and non-price criteria.

- Sufficient funding is available in an approved budget;
- The selection of the standard procurement method is determined in accordance with City of Kingston By-Law Number 2022-154, as amended; and
- The procurement process was conducted in accordance with City of Kingston By-Law Number 2022-154, as amended.

All procurements that exceed an estimated value of \$133,800 (goods and services) and \$334,400 (construction) are subject to applicable trade treaty requirements.

Exhibit A to this report provides information on standard procurements over \$100,000 that met the established criteria of delegated authority under City of Kingston By-Law Number 2022-154, as amended, and were awarded in the month of April.

Non-Standard Procurement

Non-standard procurement is defined as the procurement of deliverables through a process other than the standard method required for the type and value of the deliverables as determined in City of Kingston By-Law Number 2022-154, as amended. Schedule C to City of Kingston. By-Law Number 2022-154, as amended provides for a higher level of approval

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authority to award contracts under a non-standard procurement method. A non-standard procurement cannot be approved, and no contract can be awarded, unless sufficient funding is available in an approved budget.

Exhibit B to this report provides information on non-standard procurements over \$100,000 awarded in the month of April through single source procurement and group buying programs. Procurement Services is delegated the authority to approve a request from a department to leverage group buying programs after validating that the respective group buying program meets or exceeds the procurement requirements as defined in the City's procurement by-law.

April 2025 procurement activities that are not included in this report are as follows:

- value of the purchase, if less than \$100,000;
- any awards closing in this time period that were approved separately by Council.

Indigenization, Inclusion, Diversity, Equity & Accessibility (IIDEA) Considerations

The [Accessibility for Ontarians with Disabilities Act, 2005](#) is a consideration and may form part of the evaluation criteria for any Request for Proposal administered by the City of Kingston.

Existing Policy/By-Law

[City of Kingston By-Law Number 2022-154](#), as amended, "A By-Law to Establish a Procurement Policy for the City of Kingston"

Financial Considerations

All procurements, as reported, have sufficient funding available in an approved budget.

Contacts:

Lana Foulds, Director, Financial Services, 613-546-4291 extension 2209

Brent Funnell, Manager, Procurement, 613-546-4291 extension 2452

Other City of Kingston Staff Consulted:

Applicable City Departments

Exhibits Attached:

Exhibit A – Summary of Standard Procurements over \$100,000 – April 2025 Awards

Exhibit B – Summary of Non-Standard Procurements over \$100,000 – April 2025 Awards

Summary of Standard Procurements over \$100,000 April 2025 Awards

Proponents are listed in order of ranking based on pre-determined evaluation criteria.

The successful proponent appears first in each table unless stated otherwise.

1. Request for Quotation: F18-CS-FMCS-2024-33

91 Lappan's Lane Roof Replacement

Closing Date: January 31, 2025

Supplier / Service Provider	Price
iTeck Roofing Inc.	\$480,125.26
Proteck Roofing and Sheet Metal Inc.	\$504,575.00
Simluc Contractors Ltd.	\$558,980.00
Always Roofing Ltd.	\$589,600.00
Dafoe Roofing Ltd.	\$615,922.00
Tectra Group Inc.	\$671,050.00
Amherst Roofing and Sheet Metal	\$679,650.00
Roof and Building Service Intl.	\$724,600.00
Semple Gooder Roofing Corp.	\$734,720.50
Industrial Roofing Services Ltd.	\$756,630.00
French Bros. Roofing (Belleville) Inc.	\$829,454.77
Flynn Canada Ltd.	\$876,000.00
DWS Roofing and Waterproofing Services Inc.	\$1,039,900.00

2. Request for Proposal: F18-CS-FMCS-2024-29

KNCLN Renovation & Addition, 610 Montreal Street

Closing Date: February 4, 2025

Supplier / Service Provider	Price
Emmons & Mitchell Construction (2000) Ltd.	\$4,231,120.00
David J. Cupido Construction Ltd.	\$4,560,280.00
Frecon Construction Ltd.	\$5,963,000.00
City Flats Construction Management Inc.	\$5,712,118.27

3. Request for Proposal: F18-CS-FMCS-2025-03

Provision of Professional Window Cleaning Services

Closing Date: February 27, 2025

Supplier / Service Provider	Price (3-year term)
Elite Window Cleaning Inc.	\$195,347.79
Rain or Shine	\$163,385.00
Window Butler	\$207,625.00

4. Request for Proposal: F18-ITES-TT-2025-01Facility Transit Shelter, Transit Station, and Washroom
Cleaning for Kingston Transit**Closing Date:** March 11, 2025

Supplier / Service Provider	Price (2-year term)
Cleaning Masters/Corporate Mirror Inc.	\$175,212.00
SQM Janitorial Services Inc.	\$255,106.00
Handy Fairies	\$251,388.00
Glacier Maintenance	\$263,736.00
The Plant Based Cleaning Company	\$375,720.00

Supplier / Service Provider	Price (2-year term)
Clean Crysta Services Inc.	\$395,719.92
Green Maples Environmental Inc.	\$717,495.00

5. Request for Tender: F18-ITES-ES-2025-05

CCTV Inspection of Storm Sewer Systems 2025

Closing Date: March 27, 2025

Supplier / Service Provider	Price
GFL Utility Services Inc.	\$477,556.30
M. Cudd Infrastructure Inc.	\$605,183.25
1470756 Ontario Inc.	\$611,370.00
Capital Sewer Services Inc.	\$649,384.27

6. Request for Tender: F18-ITES-ES-2025-12

An Gorta Mor Park Pathway and Small Non-Motorized Craft Launching Improvements

Closing Date: April 2, 2025

Supplier / Service Provider	Price
Kehoe Marine Construction Ltd.	\$291,465.00
Al White Landscaping and Excavating	\$331,492.00
Rutherford Contracting Ltd.	\$410,881.35
AWD Contractors	\$443,264.00

7. Request for Proposal: F18-ITES-ES-2025-03

Professional Engineering Services for Structural Condition Assessments on various Bridges, Culverts and Retaining Walls

Closing Date: April 3, 2025

Supplier / Service Provider	Price
Towards Sustainable Infrastructure (TSI) Inc.	\$166,580.00
CBCL Ltd.	\$424,847.73
Ainley Group	\$499,414.00

8. Request for Tender: F18-ITES-ES-2024-33

Road and Sidewalk Improvements at Various Locations

Closing Date: April 8, 2025

Supplier / Service Provider	Price
K. Mulrooney Trucking Ltd.	\$1,405,704.42
Len Corcoran Excavating Ltd.	\$1,452,798.00
D Rock Paving	\$1,526,916.74
Kiley Paving Ltd.	\$1,595,052.75
GIP Paving Inc.	\$1,897,000.00

9. Request for Tender: F18-ITES-ES-2025-07

Removal and Replacement of Abbey Dawn Culvert North

Closing Date: April 10, 2025

Supplier / Service Provider	Price
Len Corcoran Excavating Ltd.	\$287,530.00
K. Mulrooney Trucking Ltd.	\$336,208.43
Fidelity Engineering & Construction	\$375,778.25
Doornekamp Construction	\$397,329.80

Supplier / Service Provider	Price
1000382254 Ontario Inc.	\$462,490.00
Environmentall Contracting Services Inc.	\$538,983.00
Dig'N Dirt Ltd.	\$578,766.79
Nuroad Construction Ltd.	\$934,755.00

10. Request for Proposal: F18-CS-FMCS-2025-06

Generator Maintenance and Testing at Various Locations

Closing Date: April 10, 2025

Supplier / Service Provider	Price (for 5-year term)
Tandet Industrial, a Division of Tandet Eastern Ltd.	\$1,029,707.00
Total Power	\$1,475,530.10

**Summary of Non-Standard Procurements over \$100,000
April 2025 Awards**

Single Source Procurement

April 14, 2025

Information Systems & Technology

Annual Licensing and Support Services Renewal – Accela Automation

Accela Automation, also known as DASH, is the provider of the City's online planning and land/property management portal.

Supplier / Service Provider	Price
Accela Inc.	\$288,527.99

Group Buying

April 4, 2025

Recreation & Leisure Services

Inclusive Playground Structure and Equipment

Sourcing Partner: Canoe Procurement Group of Canada

Category: Playground Supply Program

Supplier / Service Provider	Price
Landscape Structures Inc. through ABC Recreation	\$626,115.43

April 14, 2025

Corporate Asset Management & Fleet

International HV607 Vocational Tandem Truck Chassis

Sourcing Partner: Canoe Procurement Group of Canada

Category: Truck Program

Supplier / Service Provider	Price
International Truck through Rush Truck Centres of Canada Ltd.	\$578,044.33

April 16, 2025

Corporate Asset Management & Fleet

Asphalt Roller

Sourcing Partner: Canoe Procurement Group of Canada

Category: Medium Construction Equipment Program

Supplier / Service Provider	Price
Caterpillar Inc through Toromont Cat	\$116,725.39

April 24, 2025

Recreation & Leisure Services

Compressor Replacements (2) at Catarauqui Community Centre

Sourcing Partner: Canoe Procurement Group of Canada

Category: Ice Rink and Arena Equipment and Related Supplies and Services

Supplier / Service Provider	Price
CIMCO Refrigeration Inc.	\$180,000.00