



**City of Kingston
Report to Council
Report Number 26-082**

To: Mayor and Members of Council
From: Desirée Kennedy, Chief Financial Officer & City Treasurer
Resource Staff: Lana Foulds, Director, Financial Service
Brent Funnell, Manager, Procurement
Date of Meeting: March 24, 2026
Subject: January 2026 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 January 2026 that meet the established criteria of delegated authority for standard procurements and non-standard procurements.

Recommendation:

This report is for information only.

March 24, 2026

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Authorizing Signatures:

ORIGINAL SIGNED BY CHIEF

FINANCIAL OFFICER & CITY TREASURER

**Desiree Kennedy, Chief
Financial Officer & City
Treasurer**

ORIGINAL SIGNED BY CHIEF

ADMINISTRATIVE OFFICER

**Lanie Hurdle, Chief
Administrative Officer**

Consultation with the following Members of the Corporate Management Team:

Paige Agnew, Commissioner, Growth & Development Services

Jennifer Campbell, Commissioner, Community Services

Neil Carbone, Commissioner, Corporate & Emergency Services

David Fell, President & CEO, Utilities Kingston

Not required

Jenna Morley, City Solicitor

Ian Semple, Commissioner, Transportation & Infrastructure Services

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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 January.

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 January through single source procurement as well as 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.

January 2026 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 – January 2026 Awards

Exhibit B – Summary of Non-Standard Procurements over \$100,000 – January 2026 Awards

Summary of Standard Procurements over \$100,000 January 2026 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 Proposal: F18-TIS-TT-2025-05

Design, Supply, and Installation of Transit Shelters for
Kingston Transit

Closing Date: October 9, 2025

Supplier / Service Provider	*Price (3-Year Term)
Enseicom	\$654,262.00
Sheltec Inc.	\$806,155.27
Daytech Ltd.	\$937,742.00

*The pricing shown is an estimate based on anticipated requirements over the next three years.

2. Request for Quotation: F18-CS-FMCS-2025-30

Site Servicing at 189 Lappan's Lane

Closing Date: October 24, 2025

Supplier / Service Provider	Price
Dig N' Dirt Ltd.	\$528,923.00
Len Corcoran Excavating Ltd.	\$580,850.00
AWD Contractors	\$692,434.50
Morven Construction	\$710,000.00
K. Mulrooney Trucking Ltd.	\$814,832.59
R.W. Tomlinson Ltd.	\$1,040,903.90
Gordon Barr Ltd.	\$1,070,940.91

3. Request for Proposal: F18-CS-FMCS-2025-02

Electrical Submeter Installation

Closing Date: October 28, 2025

Supplier / Service Provider	Annual Price
Malette Electric Ltd.	\$152,923.00

4. Request for Proposal: F18-CS-CAMF-2025-03

Transit Bus Mid-Life Refurbishment Services

Closing Date: November 5, 2025

Supplier / Service Provider	Price (per transit bus)
Eastway Collision	\$370,559.42
Skydome Auto	\$334,915.21
MTB Transit	\$467,345.53
Mississauga Bus	\$499,968.00
Big Rig Collision	\$670,776.72

5. Request for Proposal: F18-CS-FMCS-2025-25

Grand Theatre AHU Replacement and Partial Roof Replacement

Closing Date: November 12, 2025

Supplier / Service Provider	Price
Comfort Care Inc.	\$913,000.00
Emmons & Mitchell Construction (2000) Ltd.	\$889,000.00
David J. Cupido Construction Ltd.	\$1,133,000.00
Roof & Building Services Intl.	\$1,134,000.00

6. Request for Proposal: F18-CS-RLS-2025-06

Professional Services - Multi-Site Vision and Capital Planning Framework for Key Municipal Recreation Facilities

Closing Date: November 14, 2025

Supplier / Service Provider	Price
Sierra Planning & Management	\$204,200.00
CS&P Architects Inc.	\$239,000.00

7. Request for Quotation: F18-CS-FMCS-2025-26

Provision of Trench and Oil Separator Cleaning Services

Closing Date: November 24, 2025

Supplier / Service Provider	5-Year Term Price
Eleven Environmental Inc.	\$180,506.30
Dedicated Environmental Services Inc.	\$225,436.40
R.W. Tomlinson Ltd.	\$305,806.22
GFL Environmental Services Inc.	\$538,598.80

8. Request for Proposal: F18-TIS-ES-2025-13

Consulting Services – Detailed Design for Gore Road Corridor Improvements

Closing Date: December 4, 2025

Supplier / Service Provider	Price (Provisional Items Removed)
Dillon Consulting	\$476,200.00
JL Richards & Associates Ltd.	\$363,910.00
BT Engineering	\$292,970.00
Ainley Group	\$307,384.50
Greer Galloway	\$246,700.00
Forefront Engineering	\$346,375.00
Concept Dash	\$389,175.00

9. Request for Tender: F18-TIS-ES-2025-38

Stormwater Management Facility Rehabilitation, Clean-Out and Outlet Retrofit

Closing Date: December 10, 2025

Supplier / Service Provider	Price
Strong Bros. General Contracting Ltd.	\$505,825.54
R.W. Tomlinson Ltd.	\$538,650.00
Lancoa Contracting	\$676,971.00
Len Corcoran Excavating Ltd.	\$727,162.00
Morven Construction	\$778,899.00
K. Mulrooney Trucking Ltd.	\$784,547.69
Doornekamp Construction	\$793,071.75
Gordon Barr Ltd.	\$1,477,615.85

10. Request for Tender: F18-TIS-ES-2025-26

Construction Services – Collins Bay and King Street Community Reconstruction

Closing Date: December 10, 2025

Supplier / Service Provider	Price
Kiley Paving Ltd.	\$615,906.40
R.W. Tomlinson Ltd.	\$729,833.40
G. Williams Paving Ltd.	\$739,999.99
Len Corcoran Excavating Ltd.	\$771,735.00
GIP Paving Inc.	\$779,444.00
K. Mulrooney Excavating Ltd.	\$808,625.23
Dig N' Dirt Ltd.	\$834,077.61

11. Request for Tender: F18-TIS-ES-2025-39

Construction Services - Micro-Surfacing on John Counter
Boulevard and Elliot Avenue

Closing Date: December 12, 2025

Supplier / Service Provider	Price
Miller Paving Ltd.	\$1,347,016.00
Duncor Enterprises Inc.	\$1,591,322.47

12. Request for Tender: F18-TIS-ES-2025-44

Construction Services – Surface Treatment at Various
Locations

Closing Date: December 12, 2025

Supplier / Service Provider	Price
Greenwood Paving (Pembroke) Ltd.	\$995,928.59
Miller Paving Ltd.	\$1,082,406.58

13. Request for Tender: F18-TIS-ES-2026-06

Construction Services – Intersection Pedestrian Signals
at Various Locations

Closing Date: January 28, 2026

Supplier / Service Provider	Price
Morven Construction Ltd.	\$337,750.00
Len Corcoran Excavating Ltd.	\$414,999.00
Dig’N Dirt Ltd.	\$443,589.62
K. Mulrooney Trucking Ltd.	\$605,000.00

Summary of Non-Standard Procurements over \$100,000 January 2026 Awards

Single Source

January 13, 2026

Planning Services

Consulting Services - Conceptual Design of the Cataraqui Woods Drive Extension

Engineering services for the next phase of the Cataraqui Woods Drive extension, east of Sydenham Road, have been awarded to Josselyn Engineering Inc. in order to leverage their extensive technical knowledge of the overall project and their experience with the previous phases.

Supplier / Service Provider	Price
Josselyn Engineering Inc.	\$300,000.00

January 26, 2026

Facilities Management & Construction Services

Alert and Monitoring System

The new firehall at 495 Taylor Kidd Blvd. requires system integration into its city-wide monitoring network and dispatch software. Kingston Fire & Rescue uses a Honeywell alerting system, and due to its proprietary nature, Honeywell is the only provider for both the software and hardware components.

Supplier / Service Provider	Price
Honeywell International Inc.	\$225,421.63

Group Buying

January 6, 2026

Corporate Asset Management & Fleet

2027 International HV607 Refuse Truck

Sourcing Partner: Canoe Procurement Group

Category: Truck Program

Supplier / Service Provider	Price
Rush Truck Centres of Canada Ltd.	\$565,551.82

January 15, 2026

Legislative Services

Central Risk and Claim Data Management System

Sourcing Partner: Local Authority Services (LAS)

Category: Digital Services Program

Supplier / Service Provider	3-Year Term Price
Clear Risk Inc.	\$166,213.00

January 26, 2026

Kingston Airport

Security Guard Services

Sourcing Partner: Ontario Education Collaborative Marketplace

Category: Professional Security Guard Services

Supplier / Service Provider	Annual Price
Paladin Security Group (Ontario) Ltd.	\$160,000.00