



**City of Kingston  
Report to Council  
Report Number 26-101**

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**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:** April 21, 2026  
**Subject:** February 2026 Tender and Contract Awards Subject to  
Delegation of Authority

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**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 February 2026 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 February.

**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 February 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.

February 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 – February 2026 Awards

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

**Summary of Standard Procurements over \$100,000  
February 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-ES-2025-45**

Professional Engineering Design Services – K&P Trail Design from Waaban Crossing to Belle Park

**Closing Date:** December 17, 2025

<b>Supplier / Service Provider</b>	<b>Price</b>
Concept DASH	\$104,670.00
Dillon Consulting Ltd.	\$278,139.00
Shellex Consulting Group	\$239,650.00

**2. Request for Tender: F18-TIS-ES-2025-36**

Construction Services for Wright Crescent and Palace Road Rehabilitation

**Closing Date:** February 4, 2026

<b>Supplier / Service Provider</b>	<b>Price</b>
Len Corcoran Excavating Ltd.	\$1,829,735.00
Dig’N Dirt Ltd.	\$1,860,350.22
K. Mulrooney Excavating Ltd.	\$1,899,990.00
R.W. Tomlinson Ltd.	\$2,223,700.00
Harrison Excavating and Pipeline Ltd.	\$2,835,236.00

**3. Request for Tender: F18-CS-RLS-2025-05**

Construction Services for the Development of Shannon Park  
Jumpstart Inclusive Playground

**Closing Date:** February 11, 2026

<b>Supplier / Service Provider</b>	<b>Price</b>
Len Corcoran Excavating Ltd.	\$762,115.00
Morven Construction	\$765,975.00
Al White Landscaping and Excavating	\$839,296.50
K. Mulrooney Trucking Ltd.	\$847,250.92
Strong Brothers General Contracting Ltd.	\$1,227,055.83

**4. Request for Proposal: F18-CS-FMCS-2026-02**

Confederation Basin Marina F-Dock and L-Dock  
Replacement

**Closing Date:** February 18, 2026

<b>Supplier / Service Provider</b>	<b>Price</b>
Kehoe Marine Construction	\$398,000.00
Kropf Industrial Inc.	\$472,690.00
Poralu Marine	\$454,624.44
Mako Docks Inc.	\$438,461.26
Strong Brothers General Contracting Ltd.	\$960,236.20
JWK Utilities	\$595,000.00

**5. Request for Tender: F18-TIS-ES-2026-07**  
Guiderail for Structures

**Closing Date:** February 19, 2026

<b>Supplier / Service Provider</b>	<b>Price</b>
Hughson Fencing & Guiderail	\$747,246.00
Peninsula Construction Inc.	\$845,505.00
Borall Fence & Guiderail Contractors	\$876,842.00

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

### Single Source

February 2, 2026

Facilities Management & Construction Services

#### Heating, Ventilation and Air-Conditioning (HVAC) System at City Hall

City Hall's HVAC system requires significant updates including the creation of independent temperature zones throughout the building. While the full project will be subject to an open market procurement, Andre Construction has been awarded the initial preparatory phase in order to expedite the broader project rollout and to reduce the risk of service outages and system failures, particularly coming into the summer months.

Supplier / Service Provider	Price
Andre Construction	\$319,750.00

### Group Buying

February 2, 19, 20, & 24, 2026

Information Systems & Technology

#### Laptops and Peripherals

Sourcing Partner: Ontario Education Collaborative Marketplace

Category: End-User Computing Products and Related Services

Supplier / Service Provider	Price
Dell Canada Inc.	\$229,163.12

Facilities Management & Construction Services

**Security Guard Services (3-month contract)**

Sourcing Partner: Ontario Education Collaborative Marketplace

Category: Professional Security Guard Services

Supplier / Service Provider	Price
Paladin Security Group Ltd.	\$158,408.70

February 13, 2026

Corporate Asset Management & Fleet

**Asphalt Recycler Unit**

Sourcing Partner: Canoe Procurement Group of Canada

Category: Roadway Maintenance Equipment Program

Supplier / Service Provider	Price
KM International, sold through Johnstone Brothers Equipment Corp.	\$182,350.00

February 13, 2026

Facilities Management & Construction Services

**Fire Protection and Maintenance Services**

Sourcing Partner: Ontario Education Collaborative Marketplace

Category: Life Safety System Services

Supplier / Service Provider	Annual Price
Troy Life & Fire Safety Ltd.	\$190,893.00

February 18, 2026

Corporate Asset Management & Fleet

**Utility Tractor x 1**

Sourcing Partner: Canoe Procurement Group of Canada

Category: Grounds Maintenance Program

Supplier / Service Provider	Price
Kubota, sold through Hartington Equipment	\$247,000.19

February 19, 2026

Corporate Asset Management & Fleet

**Heavy Equipment Snowplow Truck Body x 1**

Sourcing Partner: Canoe Procurement Group of Canada

Category: Winter Maintenance Equipment Program

Supplier / Service Provider	Price
Viking Cives Ltd.	\$254,546.28

February 19, 2026

Corporate Asset Management & Fleet

**Single Axel Truck w/plow x 1**

Sourcing Partner: Canoe Procurement Group of Canada

Category: Truck Program

Supplier / Service Provider	Price
Mack Trucks, sold through Rush Truck Centres of Canada Ltd.	\$217,068.43

February 26, 2026

Recreation & Leisure Services

**Chiller Replacement at Kingston Memorial Centre**

Sourcing Partner: Canoe Procurement Group of Canada

Category: Sports Arena Supply Program

Supplier / Service Provider	Price
Cimco Refrigeration Inc.	\$220,000.00