

**Report to  
Rapport au:**

**Ottawa Board of Health  
Conseil de santé d'Ottawa  
13 April 2026 / 13 avril 2026**

**Submitted on Date submitted\_ENG  
Soumis le Date submitted\_FRE**

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**Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE      File Number: ACS2026-OPH-BDS-0001**

**SUBJECT: Delegation of Authority – Contracts Awarded for the Period of July 1 to December 31, 2025**

**OBJET: Délégation de Pouvoir – Contrats Accordés Pour la Période du 1<sup>er</sup> Juillet au 31 Décembre 2025**

#### **REPORT RECOMMENDATION**

**That the Board of Health for the City of Ottawa Health Unit receive this report for information.**

#### **RECOMMANDATION DU RAPPORT**

**Que le Conseil de santé de la circonscription sanitaire de la ville d'Ottawa prenne connaissance de ce rapport à titre d'information.**

## BACKGROUND

The purpose of this report is to present to the Board a review of delegation of authority contracts awarded for the period of July 1 to December 31, 2025.

The Delegation of Authority By-law delegates certain authorities related to financial, legal, and organizational matters. With respect to financial matters, the by-law states that the Medical Officer of Health is authorized to approve, amend, extend and execute service agreements and funding agreements.

The City's Purchasing By-law, being By-law No. 50 of 2000, requires reporting on a semi-annual basis of delegation of authority reports. Purchasing activities associated with the Purchasing By-law over \$25,000 are included in this report.

## DISCUSSION

### Summary of Q3 & Q4 2025 Purchasing Activity

The contracts over \$25,000 approved for the period of July 1 to December 31, 2025, are listed in Document 1 of this report and summarized in Table 1 below. A total of 9 contract approvals exceeding \$25,000 were awarded during this period, for a total value of \$3,912,951.05. All five of the contracts for goods/materials/services covers a multi-year period. Four contracts for goods/materials/services makes up 89% of the total for the period July 1, 2025 to December 31, 2025.

Table 1: Q3 & Q4 2025 Purchases by Type

Contract Type	Number of Contracts	Contract Value
Goods/Materials/Services	5	\$3,548,007.11
Professional Services	4	\$364,943.94
Total	9	\$3,912,951.05

## RURAL IMPLICATIONS

There are no rural implications to this information report.

## **CONSULTATION**

The preparation of this report is required by the Purchasing By-law and as such no public consultation is required.

## **LEGAL IMPLICATIONS**

There are no legal impediments to receiving the information in this report.

## **RISK MANAGEMENT IMPLICATIONS**

There are no risk management implications associated with this report.

## **ASSET MANAGEMENT IMPLICATIONS**

There are no asset management implications for this report.

## **FINANCIAL IMPLICATIONS**

Prior to contract approval, the City of Ottawa's Supply Branch confirms that the appropriate funds are available within the departmental budget, as availability of funds is a condition of approval under the City's Purchasing By-law.

The Supply Branch certifies that all the contracts awarded under Delegation of Authority for the period of July 1 to December 31, 2025, are in compliance with the Purchasing By-law.

## **ACCESSIBILITY IMPACTS**

There are no accessibility implications associated with this report.

## **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications for this report.

## **SUPPORTING DOCUMENTATION**

DOCUMENT 1 – Ottawa Public Health Contracts > \$25,000 Awarded Under Delegated Authority, July 1 to December 31, 2025

## **DISPOSITION**

This report is for information pursuant to the Purchasing By-law of the City of Ottawa.