

**OTTAWA POLICE SERVICE
PURCHASE ORDERS ISSUED UNDER DELEGATED AUTHORITY
2020 SECOND QUARTER FINANCIAL REPORT - APRIL 1st TO JUNE 30th , 2020**

Definitions

1) Professional Services: Services requiring the skills of professionals for a defined service requirement or for a specific project related deliverable including but not limited to the areas of engineering, architecture, design, planning, information technology and financial auditing.

Denoted in report as:

(PE) Professional Services - Specialized Expertise

(PO) Professional Services - Business Model required Outsourcing

(PI) Professional Services - Independent Third Party Oversight

(PR) Professional Services - Regulatory Requirements

(PW) Professional Services - Fluctuations in workload or lack of internal resources

(PP) Professional Services - Proprietary Service or unique market position

2) Consulting Services: Assistance to management, including but not limited to the areas of strategic analysis, organizational design, change management, policy development, feasibility studies, and other services intended to assist decision making within the organization.

Denoted in report as:

(CE) Consulting Services - Specialized Expertise

3) Goods & Supplies: This includes uniforms and other clothing materials or goods ordered in bulk such as ammunition.

Denoted in report as:

(GS) Goods & Supplies

4) Fleet & Equipment: This includes police cruisers and other police vehicles as well as specialized equipment not including information technology.

Denoted in report as:

(FE) Fleet & Equipment

5) Facilities & Construction: This includes any construction, betterments, and maintenance contracts as well as furniture purchases.

Denoted in report as:

(FC) Facilities & Construction

6) Information & Technology: This includes all information & technology infrastructure, software applications and annual maintenance costs.

Denoted in report as:

(IT) Information & Technology

Amendments: Amendments are an increase in the scope of an approved contract, which is unanticipated.

Denoted in report as:

(A) Amendment

(A3) Amendment - > \$50,000 and 50% of original contract

and will be hyphenated in the type column based on the service purchased (i.e.. A-GS or A3-IT)

Follow-on Contract: This differs from an amendment in that the original contract recognized the fact that it is likely that the initial defined contract scope may be expanded to include a number of related phases that are either included in the tender document, or are customary to the work assignment. Rates charged for follow-on contracts must be based on those rates proposed by the service provider in the original competitive bid.

Denoted in report as:

(F) Follow-on Contract

and will be hyphenated in the type column based on the service purchased (i.e.. F-GS or F-IT)

Detail Listing of Contracts Under Delegated Authority for the Current Quarter

PO#	VENDOR	DESCRIPTION	TYPE	AMOUNT
Various	Various	IT Equipment & Software	IT	982,279
45090160	Cistel Technology Inc	To provide professional IT services to assist in the implementation of the windows 10 and office 365 software upgarde	PS	661,903
45090085	Campbell Ford Sales	To Supply/Deliver Various Vehicles (PCPG Agreement #VOROSS-00634452)	FE	315,212
45089860	Outdoor Outfits	To supply Cargo Pants & Shorts (PCPG Agreement #MIN-0083)	GS	108,598
45089976	Deborah Jelly & Associates	To provide Professional service for Investigative Services	PS	52,915
45089900	Acklands Grainger	To supply respirator masks & filters	GS	28,727
			Total	2,149,634

Note 1: Names & Description of IT purchases are not disclosed for security reasons.

Summary by Type of Contracts Under Delegated Authority for the Current Quarter

Type	Amount
Information & Technology	982,279
Professional Services	714,818
Fleet & Equipment	315,212
Goods & Supplies	137,325
Facilities & Construction	-
Consulting Services	-
Total	2,149,634