

**OTTAWA POLICE SERVICE  
PURCHASE ORDERS ISSUED UNDER DELEGATED AUTHORITY  
2020 THIRD QUARTER FINANCIAL REPORT - JULY 1st TO SEPTEMBER 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	733,464
45090299	KPW Communications	To provide Managment & Communications support to the Ottawa Police Service	PS	49,862
45090542	GP Strategies	To provide professional services to design and develop a new organizational competency framework for the Ottawa Police Services	PS	50,880
			<b>Total</b>	<b>834,207</b>

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	733,464
Professional Services	100,742
Fleet & Equipment	
Goods & Supplies	
Facilities & Construction	-
Consulting Services	-
<b>Total</b>	<b>834,207</b>

**Detail Listing of Contracts Under Special Circumstance Purchases for the Current Quarter (as per OPSB - Financial Accountability Procedures Manual - Purchasing 3.2.4.8 Special Circumstances)**

PO#	VENDOR	DESCRIPTION	TYPE	AMOUNT
	Rubin Thomlinson LLP	Provide third party intake, investigation & resolution of workplace sexual harassment.	PI	180,000