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Town of Aurora

Information Report

No. FIN26-031

Subject: 2026 Q2 Procurement Report

Prepared by: Viki Hu, Senior Procurement Consultant

Department: Finance

Date: September 8, 2026

In accordance with the Procedure By-law, any Member of Council may request that this Information Report be placed on an upcoming Committee of the Whole or Council meeting agenda for discussion.

Executive Summary

This report presents procurement information for Q2 2026 as per the Town's Procurement Bylaw reporting requirements, including:

- Nine competitive bid contracts exceeded \$250,000 during this reporting period
- Six non-standard procurement contracts were awarded
- Three open competition contracts were identified as using Green Procurement

Background

An award to suppliers can occur when there is sufficient budget as approved by Council during the budget process. The authorization to initiate the procurement is by the Department Head and the delegated authority to award is held by the Division Manager and the Procurement Manager. There is a purchase order (PO) when the award is over \$25,000 and a legal contract when the award is over \$50,000. Contracts less than \$1,000,000 are executed by the Department Head and contracts over \$1,000,000 require the approval of the Chief Administrative Officer (CAO). Pursuant to Section 9.3 of the Procurement Bylaw, the Procurement Manager shall prepare a quarterly summary information report to Council outlining all awarded open competition contracts.

A non-standard procurement may be used for the procurement of goods, services, or construction under specific circumstances. The methods include acquiring deliverables directly from a particular supplier without conducting a competitive process when an invitational competition or an open competition would normally be required and soliciting bids from a limited number of suppliers without conducting an open pre-qualification process when an open competition would normally be required.

The Procurement Bylaw Schedule B – Non-Standard Procurements provides the circumstances in which non-standard procurements are permissible. A non-standard procurement may be used when there is only one source that is able to meet the requirements of the procurement, which may be due to their unique ability or skill, possession of proprietary technology, copyright, patent, or other intellectual property. Additional approved criteria include when there is more than one supplier available however, a certain supplier needs to be retained for reasons of standardization or compatibility with existing products or where a contract is required due to a contract termination or expiry for a short interim period to meet immediate recurring business requirements.

Non-standard procurements require approval of the Department Head up to \$100,000 and the Procurement Governance Committee (PGC) between \$100,000 and \$250,000. Over \$250,000 there is a requirement for Council approval to authorize the procurement. For the procurement of software licenses, maintenance and pay related fees (excluding implementation costs), for contracts of up to five years and over \$250,000, the PGC is authorized to approve the procurement. The contract issuance and execution requirements follow the same thresholds as standard open competition procurements.

Section 9.3 of the Procurement Bylaw requires the Procurement Manager to prepare a quarterly summary information report to Council outlining all awarded non-standard procurements not requiring Council approval. This report excludes emergency procurements which have separate reporting requirements and low and mid value procurements under \$100,000.

All procurement thresholds and items in this report exclude the harmonized sales tax.

Analysis

Nine competitive bid contracts exceeded \$250,000 during this reporting period

From April to June 2026, there were nine contract awards over \$250,000, for a total award amount of \$12,212,767.35.

Table 1
Q2 2026 Competitive Bid Contracts Awarded Over \$250,000

Procurement Number & Description	Department & Division	Supplier Name	Amount (excl. HST)
26-PROC-0011 – Yonge Street Active Transportation Facilities, Bloomington Road to Industrial Parkway South	Planning and Development Services – Engineering	614128 Ontario Ltd. o/a Trisan Construction	\$6,194,703.36
26-PROC-0030 – Aurora Town Hall and Senior Centre Parking Lot Rehabilitation and Community Reflection Space	Planning and Development Services – Engineering	Melrose Paving Co. Ltd.	\$1,436,232.77
26-PROC-0005 – Roof Replacement at the Aurora Town Hall and Aurora Seniors Centre	Community Services – Facilities	Applewood Roofing and Sheet Metal Ltd.	\$932,773.97
26-PROC-0012 – Supply and Delivery of Trees for a Six (6) Year Term from April 13, 2026 to April 15, 2032	Operational Services – Parks	Dutchmaster Nurseries Ltd.	\$830,000.00
26-PROC-0025 – Stormwater Management Facility (SWMF) Remediation for SWMFs C1 and C4	Planning and Development Services – Engineering	GMR Landscaping Inc.	\$785,887.25
26-PROC-0031 – HVAC Preventative Maintenance, Service and Repairs for a Five (5) Year Term from July 1, 2026 to June 30, 2031	Community Services – Facilities	Nor-Line Plumbing & Mechanical Ltd.	\$754,993.00
26-PROC-0022 – Supply and Delivery of Two (2), 2026 Model, Toro Groundmaster 5910 DH Hydrostatic Tractor/Mowers with Front and Side Mower Decks	Operational Services – Fleet	Turf Care Products Canada Limited	\$438,940.00

Procurement Number & Description	Department & Division	Supplier Name	Amount (excl. HST)
26-PROC-0013 – One (1) 2026, Six (6) Ton (2WD), Single Axle, Cab & Chassis Complete with Dump Box, Plow Wing and Sander Attachments Including Licence and Tariff Fees	Operational Services – Fleet	Donald Currie Trucks Inc.	\$428,549.00
26-PROC-0021 – David Tomlinson Nature Reserve Entry Feature	Operational Services – Parks	Melfer Construction Inc.	\$410,688.00

Six non-standard procurement contracts were awarded

There were six non-standard procurement contracts awarded, with a total award value of \$663,604.67: one for Community Services – Facilities, two for Finance – Information Technology Services, one for Finance – Financial Management, one for Operational Services – Roads, and one for Operational Services – Water/Wastewater.

Table 2
Q2 2026 Non-Standard Procurement Contracts Awarded

Awarded Contracts	Amount (Excl. HST)
Bylaw Reference: Additional Deliveries – B – Change of Supplier cannot be made because this would cause significant inconvenience or substantial duplication of costs for the Town.	
Finance – Financial Management – 26-REQ-0058 / 26-PUR-0058 Supplier: Watson & Associates Economists Ltd. Description: Preparation of the 2026 Development Charge Study and By-law, and the Community Benefits Charge Strategy and By-law. Watson & Associates Economists Ltd. is able to complete these updates in the most cost-effective and efficient manner, having prepared the Town's previous development charge studies and community benefits charge strategies and possessing extensive knowledge of the Town's historical data, growth forecasts, and funding frameworks.	\$98,200.00

Awarded Contracts	Amount (Excl. HST)
Bylaw Reference: Interim Requirements – Due to a Contract termination, expiry, or other reason, a good and/or service is purchased for a short interim period to meet immediate recurring business requirements while a procurement process is initiated for the longer-term supply of such goods and/or services.	
Operational Services – Roads – 26-REQ-0101 / 26-PUR-0087 Supplier: 708944 Ontario Limited Description: Supply and delivery of granular material for the period of May 20, 2026 to September 19, 2026. The Region Co-op contract (CRFT-2800-35) has not yet been established. This interim agreement is required to ensure the Town can continue to perform operational work requiring aggregate materials until the regional contract is in place.	\$56,666.66
By-law Reference: Piggyback – The procurement is for a contract to be awarded under a piggyback arrangement.	
Community Services – Facilities – 26-REQ-0075 / 26-BPA-0004 Supplier: Teknion Limited Description: Supply, delivery, and installation of office furniture solutions from June 9, 2026 to January 31, 2030. This agreement is being established through Teknion's Vendor of Record (VOR) arrangement (#20820) with the Province of Ontario. Utilizing this agreement will support the standardization of office furnishings across Town workspaces.	\$50,000.00
Finance – Information Technology Services – 26-REQ-0079 / 26-BPA-0003 Supplier: Compugen Inc. Description: End-user computing devices and services from April 7, 2026 to August 31, 2028, with the option to renew for one (1) additional one-year period. This purchase supports the lifecycle management of the Town's data centre equipment. The goods and services can only be sourced from a single supplier, as no viable alternatives or substitutes exist. Compugen Inc. is the sole vendor authorized under Vendor of Record	\$206,000.00

Awarded Contracts	Amount (Excl. HST)
(VOR) #20172 for HPE products and is therefore the only supplier eligible to provide these requirements.	
Finance – Information Technology Services – 26-REQ-0098 / 26-BPA-0006 Supplier: TELUS Communications Inc. Description: Supply and delivery of network switching infrastructure under OEM Agreement #2024-457 – Networking Products and Related Services, for the period of June 30, 2026 to March 20, 2032, with the option to extend to March 20, 2035. The Town is utilizing the OEM agreement and has completed the second-stage selection process by obtaining quotations from three qualified suppliers. TELUS Communications Inc. provided the highest percentage discount from MSRP pricing and was determined to be the most competitive option.	\$200,000.00
Bylaw Reference: Unforeseeable Events – Unforeseeable events have resulted in a situation where extreme urgency exists and the goods or services could not be obtained in time through an Open Competition.	
Operational Services – Water/Wastewater – 26-REQ-0106 / 26-PUR-0088 Supplier: Aquatech Canadian Water Services Inc. Description: Rental pump supply and installation, and replacement pump supply and installation at the Woodland Hills Pump Station. The lift station pump requires immediate replacement, as only one pump remains operational and is at risk of imminent failure. A rental pump has been provided at a reduced rate by the manufacturer, conditional upon the purchase of the replacement pump from the same manufacturer. Due to a 15-week lead time for delivery and installation of the new pump, selecting an alternate supplier would result in increased rental costs and could significantly increase the overall cost to the Town.	\$52,738.01

Advisory Committee Review

None

Legal Considerations

Pursuant to Section 9.3 of the Procurement Bylaw, as amended, the Procurement Manager shall prepare a quarterly report of awarded procurements exceeding \$250,000 and non-standard purchases not requiring Council approval. This report satisfies these provisions.

Financial Implications

The value of the awarded procurements exceeding \$250,000 represents a financial obligation to the Town of \$12,212,767.35. Additionally, the awarded non-standard procurements listed above represent a financial obligation to the Town of \$663,604.67.

Communications Considerations

The Town will inform the public about the details contained in this report by making it available on the Town's website.

Climate Change Considerations

Town staff are responsible for ensuring that their procurements address the green procurement objectives in a manner consistent with the Green Procurement Policy. Procurements may be considered eligible for green procurement when the Town has identified environmental standards for the good or service and/or when the budget for the good or service being procured identifies it as a green initiative. Town staff may also consider green procurement for other purchases. The reporting requirements of the GPP are outlined in Section 3.4 and require the quarterly report to Council to include a summary of the Town's green procurement over \$100,000. There were three open competition procurements identified in Q2 2026 that utilized this policy.

Table 3
Q2 2026 Contracts Awarded Using Green Procurement

Procurement Number & Description	Department & Division	Supplier Name	Amount (excl. HST)
26-PROC-0012 – Supply and Delivery of Trees for a Six (6) Year Term from April 13, 2026 to April 15, 2032	Operational Services – Parks	Dutchmaster Nurseries Ltd.	\$830,000.00

Procurement Number & Description	Department & Division	Supplier Name	Amount (excl. HST)
26-PROC-0027 – Supply and Delivery of One (1) Electric Ice Resurfacer	Operational Services – Fleet	Engo Equipment Sales Inc.	\$199,000.00
26-PROC-0030 – Aurora Town Hall and Senior Centre Parking Lot Rehabilitation and Community Reflection Space	Planning and Development Services – Engineering	Melrose Paving Co. Ltd.	\$1,436,232.77

Link to Strategic Plan

Regular reporting to Council on the Town's awarded contracts contributes to achieving the strategic plan guiding principle of "Leadership in Corporate Management" and improves transparency and accountability to the community.

Alternative(s) to the Recommendation

None

Conclusions

The Procurement Bylaw and Green Procurement Policy requirements to provide a quarterly procurement report summarizing awards over \$250,000, non-standard procurements not requiring Council approval, and procurements over \$100,000 with green procurement initiatives have been fulfilled.

Attachments

None

Previous Reports

None

Pre-submission Review

Agenda Management Team review on August 20, 2026

Approvals

Approved by Rachel Wainwright-van Kessel, CPA, CMA, Director, Finance

Approved by Doug Nadorozny, Chief Administrative Officer