

Date: February 9, 2026

To: **Mayor and Council.**

Name and title: Kris Dalio, Director of Finance and IT Services

Subject: 2025 Q4 Procurement Quarterly Report

Attachment(s): None

## Recommendation(s):

That Council RECEIVES FOR INFORMATION the report dated February 9, 2026, from the Director of Finance and IT Services titled “2025 Q4 Procurement Quarterly Report”.

## Purpose:

The purpose of this report is to provide City Council with information concerning the contracts issued by Procurement for the time period from October 1, 2025, to December 31, 2025. The Tender, Request for Proposal, Exemption (Sole Source), Corporate Service Arrangement (Buying Groups), Formal Request for Quote and Informal Request for Quotation contracts have been approved pursuant to the limits within the Purchasing Bylaw, applicable financial plan and the Purchasing Procedures shown below:

- A) Manager of Risk and Procurement – not to exceed \$200,000.
- B) Director of Finance and IT Services – not to exceed \$500,000; and
- C) City Manager – over \$500,000 and all revenue generating contracts.

## Strategic Priorities:

The Purchasing Delegation of Authority Bylaw contributes to the City’s financial sustainability.

**A) APPROVALS BY THE MANAGER OF RISK AND PROCUREMENT**

**B) EXEMPTION:** Public solicitation not necessary due to permitted exemption.

<b>Exemption</b>	<b>Product/Services</b>	<b>Contract Dollar Amount</b>	<b>Supplier</b>
*X21-082	Rental Program: Coveralls, Mats & Lockers (Opt Yr 2)	\$88,349.04	Spotless Uniform Ltd.
X25-121	CentralSquare Tempest Software Renewal	\$131,101.39	CentralSquare Canada Software Inc.
X25-114	Supply & Deliver Residential Cart Purchase	\$70,500.00	Rehrig Pacific Company

\* Contract Extension

**INFORMAL REQUEST FOR QUOTATION:** Informal solicitation for goods and/or services under \$75,000.00 and construction over \$200,000.00.

<b>IRFQ</b>	<b>Product/Services</b>	<b>Contract Dollar Amount</b>	<b>Supplier</b>
IRFQ25-125	Corporate Recycling Services	\$27,789.12	Duane Culham o/a Blue Jewel Curbside Recycling

**REQUEST FOR QUOTE:** Formal solicitation seeking competitive quotes for goods and/or services awarded to the lowest compliant bid.

<b>RFQ</b>	<b>Product/Services</b>	<b>Contract Dollar Amount</b>	<b>Supplier</b>
Q25-122	Software License Renewal - VMWare	49,920.00	Support Soho Inc.

**INVITATION TO TENDER:** Formal solicitation seeking competitive bids for goods and/or services awarded to the lowest compliant bid.

<b>ITT</b>	<b>Product/Services</b>	<b>Contract Dollar Amount</b>	<b>Supplier</b>
*T23-036	Mosquito Control Program (Opt Yr 1)	\$120,960.00	Duka Environmental Services Ltd.

\* Contract Extension

**REQUEST FOR PROPOSAL:** Formal solicitation for goods and/or services over \$75,000.00 and construction over \$200,000.00 awarded to the highest scoring proponent.

<b>RFP</b>	<b>Product/Services</b>	<b>Contract Dollar Amount</b>	<b>Supplier</b>
*P21-010	Lansdowne WWTC Receiving Environment Monitoring Plan (Opt Yr 2)	\$43,598.00	Associated Environmental Consultants Inc.

*P21-071	Move-Up Prince George Advertising Campaign (Opt Yr 2)	\$65,000.00	KIMBO Design Inc.
*P22-092	Employee and Family Assistance Program Opt Yr 1	\$49,920.00	Homewood Health Inc
P25-068	Consulting Services: CN Centre Refrigeration and Heating Upgrades	\$141,940.50	Mirkwood Engineering BC Ltd.
P25-082	Supply and Delivery of New Thermal Imaging Cameras	\$75,230.20	Rocky Mountain Phoenix Inc.
P25-100	Economic Development Strategy	\$89,830.00	Deloitte Inc.
P25-117	Consulting Services – 5th Ave Parkade Rooftop Renewal	\$15,942.47	EXP Services Inc.

\* Contract Extension

**ROTATIONAL CONSULTING:** Pre-authorized consultants / engineers are invited to enter into a Contract for less than \$75,000.

Rotational	Product/Services	Contract Dollar Amount	Supplier
R25-106	Engineering services - fire system review and upgrade	\$6,500.00	NRS Engineering Ltd.
R25-129	Consulting Services - Canfor Leisure Pool Survey	\$3,200.00	Vector Geomatics Land Surveying Ltd.

### **C) APPROVALS BY THE DIRECTOR OF FINANCE AND IT SERVICES**

**CANOE:** Acquisition of goods and/or services through a purchasing group, specifically the Canoe Procurement Group, to leverage the buying power of a larger collective.

Canoe	Product/Services	Contract Dollar Amount	Supplier
C25-098	Supply and Deliver One Arborist Truck	\$376,048.29	Altec Industries Inc.
C25-112	Supply and Deliver Tractor with Mid Mount Flail	\$327,785.31	Huber Farm Equipment Ltd.

**REQUEST FOR PROPOSAL:** Formal solicitation for goods and/or services over \$75,000.00 and construction over \$200,000.00 awarded to the highest scoring proponent.

RFP	Product/Services	Contract Dollar Amount	Supplier
P25-102	Consulting Services: Housing Action Implementation Strategy	\$123,590.00	Small Housing BC Society dba Small Housing BC
P25-104	Elevator Maintenance Services	\$202,680.00	Venture Elevator Inc.

\* Contract Extension

**D) APPROVALS BY THE CITY MANAGER**

**CANOE:** Acquisition of goods and/or services through a purchasing group, specifically the Canoe Procurement Group, to leverage the buying power of a larger collective.

Canoe	Product/Services	Contract Dollar Amount	Supplier
C25-087	2026 John Deere Excavator 190G	\$507,250.00	Brandt Tractor Ltd.

**EXEMPTION:** Public solicitation not necessary due to permitted exemption.

Exemption	Product/Services	Contract Dollar Amount	Supplier
*X23-029	Supply and Delivery of Liquid Chlorine (Opt Yr 1)	\$256,925.93	Midway Purnel Sanitary Supply (PG) Ltd.
X25-086	Supply and Deliver One (1) New Fire Pumper Truck	\$1,802,312,28	Rocky Mountain Pheonix

\* Contract Extension

**NOTICE OF INTENT:** Formal notice to the market of the intent to direct award a contract.

NOI	Product/Services	Contract Dollar Amount	Supplier
I25-110	Benefits Consulting Services (contract extended for six months)	Commission Based	Aon Hewitt Inc.

**INVITATION TO TENDER:** Formal solicitation seeking competitive bids for goods and/or services awarded to the lowest compliant bid.

ITT	Product/Services	Contract Dollar Amount	Supplier
T25-030	Prince George Conference & Civic Centre and Two Rivers Art Gallery Mechanical Systems Renewal	\$3,883,945.00	Equity Plumbing and Heating Ltd.
T25-033	Elksentre Arena Energy Recovery	\$298,468.20	Yeti Refrigeration Inc.

**REQUEST FOR PROPOSAL:** Formal solicitation for goods and/or services over \$75,000.00 and construction over \$200,000.00 awarded to the highest scoring proponent.

RFP	Product/Services	Contract Dollar Amount	Supplier
*P21-072	Insurance Broker for Autoplan, Garage Policies and User Group Insurances (Opt Yr 2)	Renumerated by ICBC	BFL Canada Insurance Services Inc.

*P21-083	P21-083 Unsightly Property Cleanup (Opt Yrs 2)	As required	On Side Restoration Services Ltd.
*P22-081	Vending Machine Services (Opt Yr 1)	Revenue generating	Ryan Company Ltd o/a Ryan Vending
P25-070	Annual Financial Audit Services (5 year term contract)	\$460,000	KPMG LLP

\* Contract Extension

Summary and Conclusion:

Administration has provided this report for Council's information to summarize the contracts issued by Procurement from October 1, 2025, to December 31, 2025.

Respectfully submitted:

Kris Dalio, Director of Finance and IT Services

Approved:

Walter Babicz, City Manager

Meeting Date: February 23, 2026