

**Appendix A - Staff Report SRCFS.25.001  
Sole & Single Source Acquisitions from July 1 to December 31, 2024**

Division/Section	Vendor	Description of Goods/Services	Total Contract Value	Sole & Single Source Justification
CFS - Information Technology/Library	Convergent Library Technologies Inc.	RHPL Express Branch Mini-Library Kiosk and Annual Maintenance	\$99,756.00	Sole Source (b) where there is an absence of competition for technical reasons and the Goods and/or Services can be supplied only by a particular Supplier and no alternative or substitute exists; (i) For the Procurement of a prototype of a first Good or Service to be developed in the course of and for a particular Contract for research, experiment, study or original development, but not for any subsequent purchases.
CFS - Information Technology	True North Safety Group Incorporated	Web-Based Traffic Engineering Software Transition	\$37,170.00	Sole Source (c) to ensure compatibility with existing products, to recognize exclusive rights such as patent, copyright or license, or to maintain specialized products that must be maintained by the manufacturer or its representative.
CS - Fire Services	Pro-safe Fire Training Systems Inc	Training Tower Survival Maze	\$70,000.00	Sole Source (b) where there is an absence of competition for technical reasons and the Goods and/or Services can be supplied only by a particular Supplier and no alternative or substitute exists; and Single Source (a) in the absence of receipt of any Submissions in response to a request;
CFS - Information Technology	Kifinti Solutions Inc.	Ivanti HEAT Software Renewal	\$57,239.26	Sole Source (c) to ensure compatibility with existing products, to recognize exclusive rights such as patent, copyright or license, or to maintain specialized products that must be maintained by the manufacturer or its representative;
CS - R & C - Rec. & Admin. Svs.	Environics Analytics Group Ltd.	Analytics Data Prurchase	\$50,719.00	Sole Source (a) where the supply of the Goods and/or Services is controlled by a Supplier that is a statutory monopoly; and (b) where there is an absence of competition for technical reasons and the Goods and/or Services can be supplied only by a particular Supplier and no alternative or substitute exists.
PRS - Policy Planning	Watson & Associates Economists Ltd.	City Growth Forecast and Analysis Update	\$75,000.00	Canada Free Trade Agreement Article 513 (Limited Tendering), Paragraph 1(c): (c) for additional deliveries by the original supplier of goods or services that were not included in the initial procurement, if a change of supplier for such additional goods or services: (i) cannot be made for economic or technical reasons such as requirements of interchangeability or interoperability with existing equipment, software, services, or installations procured under the initial procurement; and (ii) would cause significant inconvenience or substantial duplication of costs for the procuring entity.
CS - PWO - Water & Wastewater	Wessuc Inc.	Wastewater & Storm Sewer System Preventative Maintenance	\$80,000.00	Single Source (b) an Unforeseen Situation of Urgency exists and the Goods and/or Services cannot be obtained in time by means of a Competitive Procurement.
CS - PWO - Water & Wastewater	Wallwin Electric Services Limited	Six Sanitary Pump Stations	\$50,000.00	Single Source (b) an Unforeseen situation of urgency exists and the goods and or Services cannot be obtained in time by means of a competitive procurement.
CS - PWO - Water & Wastewater	Rapid Plumbing Inc.	24-Hour Emergency Drain Services	\$20,000.00	Sole Source (c) to ensure compatibility with existing products, to recognize exclusive rights such as patent, copyright or license, or to maintain specialized products that must be maintained by the manufacturer or its representative.

**Total: \$539,884.26**