



FCS01093

Edmonton

Goods and Services Procurement Policy

Executive Committee - June 29, 2022

Item 6.17

Trade Agreements

Public entities, including municipal, provincial, and federal governments, educational institutions, agencies, commissions, boards and councils or committees, school boards, health authorities and all subsidiaries (e.g., EPCOR), are obligated to adhere to trade agreements.

Trade Agreements Continued

- Mandate how governments must buy goods, services and construction services;
- Ensure governments follow the same rules;
- Help show suppliers how the City procures in a fair, open and transparent manner;
- Provide dispute resolution and bid protest mechanisms.

Procurement Principles

- Achieve best value for money;
- Fair, open and transparency;
- City's practices and processes are easily accessible and understandable by the marketplace;
- Leverage buying power through corporate contracts or strategic sourcing;
- Appropriately justifying all non-competitive procurement processes;
- Thoroughly assess risks, supplier qualifications and full life cycle costs;
- Practice integrity and ethics in all procurement activities; and
- Use of competitive procurement processes wherever possible and appropriate.

Procurement Methods

Outcomes

Above
\$75,000

Non-Competitive Invitational

Require strong business case & approval



Competitive

Most preferred method



Standing Arrangement 

Pre-qualification 

Contract 

Between
\$75,000
and
\$25,000

Non-Competitive Sole Source

Only **one** supplier available



Non-Competitive Single Source

More than one supplier available



Non-Competitive Invitational

Require strong business case & approval



Contract 

Under
\$25,000

Corporate Credit Card

up to \$5,000



Low Value Purchase Order

up to \$25,000



Direct Purchase 

Edmonton

Market Comparison Alignment

	Edmonton	Calgary	Winnipeg	Vancouver	GoA/AHS
Competitive Procurement posted publicly	✓	✓	✓	✓	✓
Standing Arrangements	✓	✓	✓	✓	✓
Average RFP Posting Length	✓	✓	✓	✓	✓
Length of Standing Arrangement (2+ years)	✓	✓		✓	✓
Comparable posting sites	✓	✓	✓	✓	✓
Suppliers receive alerts/notifications	✓	✓	✓	✓	✓
Publicly published existing standing arrangements	✓	✓	✓	✓	✓
Number of suppliers per RFP	✓	✓	✓	✓	✓



Questions?

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