

BID APPROVAL NOTE

Bid # and Name: Supply of Laptop Computers
Date Prepared: Wednesday, April 8, 2020
Report To: Regular Meeting
Councillor and Role: Councillor Dave Lane, Finance & Administration
Ward: N/A

Department: Finance and Administration
Division: Corporate and Information Services
Quotes Obtained By: Sherri Higgins
Budget Code: 1272-56179
Source of Funding: Operating

Purpose:

These laptops are required to try and establish a workforce that can work from home to insure that the City business can continue to operate.

Results: ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Brunnet Inc.	\$120,153.65

Expected Value: ☒ As above
☐ Value shown is an estimate only for a # year period. The City does not guarantee to buy specific quantities or dollar value.

Contract Duration: N/A

Bid Exception: Contract Award Without Open Call

Recommendation:

That Council awards this contract to Brunnet Inc. in the amount of \$120,153.65 as an emergency purchase. Our current contractor could not supply within the time required.

Attachments:

ST. JOHN'S

Report Approval Details

Document Title:	Supply of Laptop Computers.docx
Attachments:	- Contract Award without Open Call - Laptops - Brunnet.pdf
Final Approval Date:	Apr 8, 2020

This report and all of its attachments were approved and signed as outlined below:

Rick Squires - Apr 8, 2020 - 11:58 AM

Derek Coffey - Apr 8, 2020 - 1:29 PM