



REPORT TO

REGULAR BOARD

## MONTHLY PROCUREMENT APPROVALS

“It’s no good, it’s no good!” says the buyer – then goes off and boasts about the purchase.  
(Proverbs 20:14)

### Drafted

November 14, 2024

### Meeting Date

November 21, 2024

J. Charles, Head of Procurement, Contract Administration and Risk Management

## RECOMMENDATION REPORT

**Vision:** *IN GOD’S IMAGE: Growing in Knowledge, with Justice and Hope.*

**Mission:** *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN  
2022 - 2025

IN GOD’S IMAGE: Growing in Knowledge, with Justice and Hope



Brendan Browne  
Director of Education

Adrian Della Mora  
Associate Director of Academic  
Affairs and Chief Operating Officer

Derek Boyce  
Associate Director of Corporate  
Services and Chief Commercial Officer

Ryan Putnam  
Chief Financial Officer and Treasurer

## **A. EXECUTIVE SUMMARY**

As required by Purchasing Policy FP.01, the Board of Trustees approve all procurement activity/awards greater than \$150,000 for Goods & Services and greater than \$250,000 for Capital/Renewal expenditure.

On a quarterly basis procurement activities/contract awards between \$50,000 - \$150,000 for Goods & Services and \$50,000 - \$250,000 for Capital/Renewal expenditure will be reported to the Board for information. This reporting will occur in March, June, September and December.

This report submits to the Board of Trustees a listing of all procurement activity/awards greater than \$150,000 for Goods & Services and greater than \$250,000 for Capital/Renewal expenditure subsequent to November 14, 2024.

## **B. PURPOSE**

Purchasing Policy FP.01 requires Board of Trustee approval for any procurement activity/award greater than \$150,000 for Goods & Services and greater than \$250,000 for Capital/Renewal expenditure.

## **C. BACKGROUND**

This report recommends approval of the attached list of procurement activity/awards listed in Appendix A.

## **D. EVIDENCE/RESEARCH/ANALYSIS**

A listing of all procurement activity for approval is provided in Appendix A.

## **E. STAFF RECOMMENDATION**

That the Board of Trustees approve all procurement activities/awards listed in Appendix A.