

**CITY HALL
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CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAOP 140/2025

Approved: Monday, December 1, 2025

THAT the CAO **APPROVE** amending the contract purchase order for PREQ/RFT 104-25 with Plan Group Inc. in the amount of \$8,291.03 plus applicable HST, for the Supply and Installation of Time Relays for thirty-one (31) Windsor New Flyer Buses as part of the installation of the new Fare Validators; and,

THAT the Purchasing Manager **BE AUTHORIZED** to amend contract purchase order 7599 in the amount of \$8,291.03 plus applicable HST for a total upset limit of \$274,881.03 plus applicable HST satisfactory in technical content to the Deputy CAO and Commissioner, Economic Development and in financial content to the City Treasurer; and,

THAT the CAO **AUTHORIZE** administration to issue any change order(s) and to use up to the contingency noted herein from the available funds remaining in the project #7231040 ICIP Service Delivery Enhancements, or any change order requirements/directives related to PREQ/RFT 104-25 that may be required, provided that the total value of such change orders does not exceed the contingency noted herein and remains within the approved budget amounts; and,

THAT the Purchasing Manager **BE AUTHORIZED** to amend contract purchase order 7599 for any change orders that may be required, provided those change orders do not exceed the contingency value noted herein, satisfactory in technical content to the Deputy CAO and Commissioner, Economic Development and in financial content to the City Treasurer.

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Clerk's File: SI2025



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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Anna Ciacelli

Deputy City Clerk / Supervisor of Council Services
December 8, 2025

Department Distribution

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Financial Planning Administrator
Executive Director – Transit Windsor (A)
CIO / Executive Director, Information Technology (A)
Purchasing Manager (A)
Deputy CAO/Commissioner, Economic Development
On behalf of Commissioner, Finance & City Treasurer
Chief Administrative Officer

CAOP 140/2025