

TO: MAYOR & COUNCILLORS
FROM: DEPUTY GENERAL MANAGER FINANCE
RESPONSIBLE DEPARTMENT(S): PARKS, RECREATION AND CULTURE
SUBJECT: **CR – SUPPLY AND DELIVERY OF FOOD PRODUCTS (SYSCO VANCOUVER)**
PURPOSE: To obtain Council approval for a Contract Renewal (CR) for the supply and delivery of food products.

RECOMMENDATION

THAT a contract renewal to Sysco Vancouver, for an estimated cost of \$500,000 including tax, as outlined in the report titled “CR – Supply and Delivery of Food Products (Sysco Vancouver)” dated June 24, 2025, be approved; and

THAT final payment will be based on actual quantities ordered and unit prices quoted.

1.0 POLICY SECTION

The City’s Change Order Policy requires Council’s approval for change orders, which individually or when accumulated with prior change orders, increases the total value of the contract by \$500,000.

2.0 EXECUTIVE SUMMARY

This recommendation is to approve a contract renewal in the amount of \$500,000 including tax to Sysco Vancouver for the supply and delivery of food products. Further details are outlined in Attachment 1.

At this time, only a portion of the original award amount has been expended. While Sysco Vancouver remains a key contractor, Food Services have been sourcing food products from multiple smaller suppliers in order to diversify purchasing and ensure best value for the City.

3.0 BACKGROUND

Please see previous Council Report dated July 8, 2024 (Attachment 2).

It is anticipated that revenues from the food operations will fully recover the costs.

There is no need to go out to the market because Government trade agreements exempt goods intended for resell from obligations for public competitive procurement. City staff continually request quotes from other food product suppliers and have reviewed unit pricing and product selection to ensure costs remain within budget.

4.0 GENERAL INFORMATION

The estimated total contract value is \$1,800,000 including tax.

City staff have reviewed the renewal and believe it appropriately addresses the City's needs at a fair cost.

5.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

Public bidding is not required for food resale.

6.0 FINANCIAL CONSIDERATIONS

Funding for this work is provided in the 2025 – 2029 Financial Plan under various Parks, Recreation & Culture operating accounts.

Respectfully submitted,

Ratan Grewal, Deputy General Manager Finance

ATTACHMENTS

Attachment 1 – Contract History

Attachment 2 – Council Report dated July 8, 2024.

REPORT CONTRIBUTORS

This report was prepared by Rajan Sandhu, Senior Buyer, and reviewed by Scott Lovas, Assistant Manager, Procurement Services.