

CONSULTANT GUIDE

Domestic Supply Chain Requirements for Capital Infrastructure

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File Location	Engineering Services - Procurement and Contract Forms

Purpose:

The purpose of this Guide is to outline the requirements under the Domestic Procurement Frameworks (refer to the Background section) and to provide consultants providing design (and contract administration, if applicable) services (the “Consultant”) with clear guidance and resources to support compliance throughout the planning, design, and delivery of the City of Greater Sudbury’s (the “City”) capital infrastructure projects (the “Capital Infrastructure”).

Scope:

This Guide applies to all projects for which Capital Infrastructure will be procured on or after May 15, 2026, and outlines the requirements for incorporating the Domestic Procurement Frameworks into project planning, design, and delivery, as well as related procurement processes.

Definitions:

Additional definitions can be found in the links to the Directive and Policy.

“Construction” means construction, reconstruction, demolition, repair or renovation of a building, structure or other civil engineering or architectural work and includes site preparation, excavation, drilling, seismic investigation, the supply of products and materials, the supply of equipment and machinery if they are included in and incidental to the construction, and the installation and repair of fixtures of a building, structure or other civil engineering or architectural work, but does not include professional consulting services related to the construction contract unless they are included in the procurement.

“Major Goods” means durable materials, systems or components that are essential to ensuring the operational readiness or performance of the deliverable, and include:

- Structural materials: Concrete, steel and other metals, lumber, stone, aggregates
- Building envelope components: Windows, glass, roofing systems, bricks
- Mechanical and electrical systems: HVAC units, generators, elevators
- Specialty items: Prefabricated panels, major fixtures
- Fixtures, furniture and equipment

Background:

The City of Greater Sudbury, including the local boards and corporations identified under the [Purchasing By-law](#) (subject to certain exemptions), are required to comply with two domestic procurement frameworks (the “Domestic Procurement Frameworks”) as follows:

1. Municipal Buy Ontario Procurement Directive, Section 4.2.2 Capital Infrastructure (the “Buy Ontario Directive” or “Directive”), issued under the authority of the Buy Ontario Act (Public Sector Procurement), 2025; and
2. City of Greater Sudbury’s Purchasing By-law, Schedule “C”: Procurement Policy – Putting Canada First (the “Putting Canada First Policy” or “Policy”).

Domestic procurement supports the economy by directing a fair share of public spending toward local suppliers, including Ontario and Canadian businesses. This approach helps sustain jobs, strengthen supply chains, and retain economic activity within the community, province, and country.

Overview of the Domestic Procurement Frameworks

The following is an overview of the requirements under the Directive and Policy as it applies to Capital Infrastructure:

Buy Ontario Directive:

Link to Directive: [Buy Ontario Directive](#)

Objective: Maximize the use of Ontario-Made and Canadian-Made Goods and Ontario and Canadian Services in procurements covered by the Directive, while maintaining value for money for Ontario and the timely delivery of capital infrastructure projects.

Scope: Applies to all new Capital Infrastructure procurements regardless of value (refer to “Construction” definition).

Summary of Requirements:

All new Construction procurements must comply with the following:

- ✓ Must require or prefer Ontario or Canadian Suppliers, Services and Goods, where permitted.
- ✓ Include a list of each Major Good and each Service required for the deliverables being procured included in the procurement documents.
- ✓ Require domestic supply chain information from Bidders (Domestic Supply Chain Plan – the “DSCP”).
- ✓ Use evaluation methods that favour local content or commitments.

Reliance on attestations: Municipal sector entities may rely on a supplier's Domestic Supply Chain Plan as evidence of what goods are Ontario or Canadian-Made or what services are Ontario or Canadian services for the purposes of this Directive.

Putting Canada First Policy:

Link to Policy: [Putting Canada First Policy](#)

Objectives: Support the Canadian economy and align procurement with broader national trade objectives by leveraging municipal buying power to maximize economic benefits for Canada, to the extent permitted and feasible.

Scope: Applies to all new procurements of Goods, Services and Construction regardless of value.

Summary of Requirements:

All new Construction procurements must comply with the following:

- ✓ Be limited to Canadian or Non-US Suppliers, where permitted.
- ✓ Use only Canadian or Non-US Goods and Services, to the extent permitted and feasible.
- ✓ Where exemptions are requested, preference for Canadian or Non-U.S. Suppliers, Goods, and Services shall be considered and incorporated into the evaluation criteria.

Requirements for Capital Infrastructure:

Collectively, the requirements for Capital Infrastructure/Construction procurements established under the Domestic Procurement Frameworks will be referred to as the Domestic Supply Chain Requirements (the "DSCR"). Requirements include any applicable approved exemptions.

The DSCR are developed to comply with Applicable Trade Agreements, the Directive, and the Policy, as determined by the Total Cost of Acquisition ("TAC") and Applicable Trade Agreement thresholds. In the event of a conflict, Applicable Trade Agreements prevail, followed by the Directive and the Policy.

The DSCR are categorized into the following areas:

- **Supplier:** The Bidder that will enter into a Contract with the City and become the Contractor.
- **Services:** The Services delivered under the Contract, including subcontractors.
- **Goods:** The Goods supplied under the Contract, specifically permanent Major Goods.

The following is an example of how the City intends on complying with the Domestic Procurement Frameworks for Linear Capital Infrastructure.

The approach to compliance with the Domestic Procurement Frameworks will be determined on a project-by-project basis, in consultation with the Consultant and key stakeholders.

Example Construction DSCR and Compliance Approach:

DSCR

For Construction, the DSCR for both Applicable Trade Agreements have been developed based on the following requirements:

Category	CFTA (\$347,400 - \$9,199,999)	CETA Threshold (\$9,200,000+)
Supplier	The Bidder must be a Canadian Supplier	The Bidder must be a Non-US Supplier
Goods	Combination of Canadian-Made Goods (Mandatory) and Ontario-Made Goods (Desired), where feasible, in addition to the minimum commitment*.	Combination of Non-US Goods (Mandatory), Canadian-Made Goods (Desired), and Ontario-Made Goods (Desired), where feasible.
Services	Combination of Canadian Services (Mandatory) and Ontario Services (Desired), where feasible, in addition to the minimum commitment*.	Combination of Non-US Services (Mandatory), Canadian Services (Desired), and Ontario Services (Desired), where feasible.

List of Major Goods and Services - Domestic Supply Chain Plan

Required to be included in the procurement documents, is a listing of all Major Goods and Services required for the deliverables being procured and the requirements specified above, named the Domestic Supply Chain Plan Form (the “DSCPF”) (refer to the DSCPF example [Appendix A](#)).

*Evaluation Methodology – DSCP Commitment Approach

Under the Directive, the City has the option of either an Evaluation Approach or a Commitment Approach for the DSCP (refer to Table 1 – Domestic Supply Chain Plan Methods in the Directive).

For Construction, the City has elected to use the **Commitment Approach**, whereby a mandatory eligibility requirement is set for a specified percentage of Major Goods and Services supplied under the Contract to consist of Ontario-Made Goods or Canadian-Made Goods, and Ontario or Canadian services, as follows:

Minimum of fifty-one percent (51%) of the total procurement value (Bidder’s Contract Price) shall be sourced from Ontario-Made Goods or Canadian-Made Goods, and Ontario or Canadian Services (the “Minimum Domestic Sourcing Requirement”).

Design and Procurement Requirements and Roles

Effective May 15, 2026, all Capital Construction procurements shall incorporate additional design and procurement requirements to ensure compliance with the Directive, the Policy, and their associated objectives.

City procurement and contract templates have been updated to incorporate new requirements for:

- professional consulting services related to Capital Construction; and
- construction services for Capital Infrastructure.

Where the requirements of the Domestic Procurement Frameworks apply to Capital Infrastructure projects and design services are already underway by a Consultant, the City will amend the existing contract to incorporate the additional service requirements.

Roles and Responsibilities

Roles and Responsibilities of the Consultant

The Consultant will be expected to support the City's compliance with the Domestic Procurement Frameworks throughout the design phase and into procurement and contract management.

The following requirements will generally be required of the Consultant (refer to the Contract):

1. Review and understand requirements under applicable Domestic Procurement Frameworks and ensure they are appropriately incorporated into project design, specifications, and identified constraints.
2. Ensure all stakeholders understand their roles, responsibilities, and obligations, including how Domestic Supply Chain Requirements are being integrated into the design, including coordination across all design disciplines.
3. Incorporate design decisions that support domestic procurement objectives, with the aim of maximizing, to the extent permitted, the use of domestic suppliers, goods, and services (refer to [Appendix B](#) for design specification principles).
4. Conduct and document market research to identify available domestic goods, services, and suppliers, and justify the use of non-domestic options where domestic alternatives are not viable (e.g., due to lack of availability, incompatibility, significant cost impacts, excessive lead times, or other constraints).
5. Develop clear, non-restrictive specifications that support fair competition while maximizing opportunities for domestic materials, goods, and suppliers to the greatest extent feasible and permissible. The Consultant shall also prepare and submit a Domestic Supply Chain Plan Form,

identifying each major good and service required for the Capital Infrastructure project, including opportunities for domestic sourcing (refer to the example in [Appendix A](#)).

6. Provide input into the selection of the appropriate DSCP procurement evaluation approach in accordance with the Directive.
7. Support and verify compliance with DSCR throughout procurement and contract administration, including review of the Domestic Supply Chain Plan, materials, substitutions, and contractor submittals.
8. Maintain complete and accurate records to support design decisions, compliance monitoring, reporting, and audit requirements.

Roles and Responsibilities of the City's Project Managers

Depending on the extent of the Consultant's roles and responsibilities under their Contract, the City's Project Manager will also play a key role in ensuring that the requirements of the Domestic Procurement Frameworks are effectively integrated and implemented throughout the project lifecycle, including design, procurement, and contract administration.

The Project Manager will:

1. Ensure alignment with Domestic Supply Chain Requirements

- o Confirm that requirements are incorporated into project planning, design, specifications, and procurement documentation.

2. Provide oversight during the design phase

- o Work collaboratively with the Consultant to ensure requirements are reflected in design and specifications.
- o Review and challenge design decisions, as required, to support domestic procurement objectives.

3. Support procurement planning and execution

- o Collaborate with Procurement to align sourcing strategies and procurement documents with project requirements.
- o Provide input into the selection of the appropriate DSCP evaluation approach, in accordance with the Directive.

4. Review compliance documentation

- o Review the Domestic Supply Chain Plan Form and supporting documentation submitted by the Consultant and Bidders.
- o Ensure requirements are clear, measurable, and aligned with project objectives.

5. Monitor compliance during contract administration

- o Oversee contractor compliance, including review of materials, substitutions, and contractor submittals.
- o Coordinate with the Consultant and Procurement to address non-compliance issues.

6. Maintain documentation and support reporting

- o Ensure complete and accurate records are maintained for compliance monitoring, reporting, and audit purposes.
- o Provide documentation to Procurement, as required.

7. Coordinate with stakeholders

- o Facilitate communication between the Consultant, Procurement, and key stakeholders.
- o Escalate risks, issues, or compliance challenges in a timely manner.

Roles and Responsibilities of Procurement

Procurement provides strategic oversight and guidance to ensure that the requirements of the Domestic Procurement Frameworks are consistently and effectively integrated into sourcing activities and contract administration.

Where applicable, Procurement shall:

1. Provide guidance on Domestic Supply Chain Requirements

- o Advise Project Managers and Consultants on applicable requirements, interpretation of directives, and compliance expectations.
- o Ensure alignment with applicable legislation, trade agreements, and City policies.

2. Support procurement planning and strategy development

- o Collaborate with Project Managers and Consultants to confirm that procurement strategies align with project design, Domestic Supply Chain Requirements, and market conditions.
- o Provide guidance on the selection of the appropriate DSCP evaluation approach, in accordance with the Directive.

3. Develop and maintain procurement documentation and templates

- o Ensure procurement documents, including bid forms and contracts, incorporate Domestic Supply Chain Requirements.
- o Maintain and update standard templates, including the Domestic Supply Chain Plan Form and related clauses.

4. Oversee the Bid Solicitation process

- o Manage the issuance of procurement documents and ensure that all requirements are clearly communicated to Bidders.

- o Respond to Bidder inquiries in coordination with the Project Manager and Consultant.

5. Ensure compliance during Bid evaluation and Contract Award

- o Verify that Bidders have submitted all required documentation.
- o Support the evaluation process to ensure compliance with established criteria and procurement policies.
- o Advise on compliance issues, clarifications, and potential disqualification, where applicable.

6. Provide oversight of compliance and governance

- o Monitor adherence to Domestic Supply Chain Requirements across procurement activities.
- o Ensure appropriate documentation, approvals, and controls are in place.

7. Support reporting, audit, and continuous improvement

- o Maintain records to support reporting, audit requirements, and performance monitoring.
- o Analyze outcomes and provide insights to improve processes, templates, and strategies over time.

Resources:

- Engineering Services Guides, Templates and Forms - [Procurement and Contract Forms](#)
- Capital Infrastructure Policy FAQs – Supply Ontario [\[supplyontario.ca\]](#)
- Implementation approaches and DSCP guidance [\[tcp.mto.gov.on.ca\]](#)

Appendix A – Example Domestic Supply Chain Plan Form

The following is an example of a Domestic Supply Chain Plan Form (DSCPF) that the Consultant will be required to develop, and that Bidders must complete and submit as part of their Bid.

Consultants should provide the DSCPF in Excel format.

Domestic Supply Chain Plan					
Category	Item	Domestic Supply Chain Requirements (DSCR) M=Mandatory, D=Desired	Origin	Estimated percentage (%) of the Bidder's Contract Price	Supply Source Information
Major Goods	Total Supplied Granular Materials	Canadian-Made Good (M) Ontario-Made Good (D)			
Major Goods	Total Supplied Hot Mix Asphalt	Canadian-Made Good (M) Ontario-Made Good (D)			
Major Goods	Precast Concrete Elements (e.g., Retaining Wall, Box Culvert, MH's, VC's)	Canadian-Made Good (M) Ontario-Made Good (D)			
Major Goods	Total Supplied Concrete (e.g., Curbs, Sidewalk, Cast-in-Place)	Canadian-Made Good (M) Ontario-Made Good (D)			
Major Goods	Steel Reinforcement	Canadian-Made Good (D) Ontario-Made Good (D)			
Major Goods	Structural Steel	Canadian-Made Good (D) Ontario-Made Good (D)			
Major Goods	Pipe Culverts & Sewers	Canadian-Made Good (M) Ontario-Made Good (D)			

Major Goods	Watermain Pipe	Canadian-Made Good (D) Ontario-Made Good (D)			
Major Goods	Steel Beam Guide Rails Systems and Energy Attenuators	Canadian-Made Good (D) Ontario-Made Good (D)			
Major Goods	Electrical Components (e.g., traffic signal controller, signal heads and arms, poles, conduit, wire, etc.)	Canadian-Made Good (D) Ontario-Made Good (D)			
Major Goods	Pavement Markings	Canadian-Made Good (M) Ontario-Made Good (D)			
Services	Surveying	Canadian Service (M) Ontario Service (D)			
Services	Construction Services (e.g., labour force)	Canadian Service (M) Ontario Service (D)			
Services	Traffic Control	Canadian Service (M) Ontario Service (D)			
Services	Environmental Services	Canadian Service (M) Ontario Service (D)			
Services	Materials Testing & Inspection	Canadian Service (M) Ontario Service (D)			
Services	Electrical Installation	Canadian Service (M) Ontario Service (D)			
Services	Landscaping & Restoration	Canadian Service (M) Ontario Service (D)			

Appendix B – Principles for Design Specifications

These principles encompass both general design and specification practices applicable to public sector organizations, as well as the requirements of the Domestic Procurement Frameworks.

Design Specification Requirements

All design specifications shall be prepared in a manner that:

- ✓ Prioritizes domestic goods and services, wherever feasible and allowable
- ✓ Preserves fair and open competition among suppliers
- ✓ Avoids unnecessary trade barriers, including prescriptive or proprietary requirements
- ✓ Supports contractor compliance with Domestic Supply Chain Plan (DSCP) requirements

Performance-Based Requirements

Design specifications shall:

- ✓ Focus on performance, outcomes, and functional requirements
- ✓ Avoid prescriptive inputs, unless technically required
- ✓ Permit multiple compliant solutions, including those that can be sourced domestically

Required approach:

Define what the good (product, materials, or system, etc.) must do, rather than prescribing specific goods, brands, or origins, unless permitted under the Directive or Policy.

Product and Material References

Where goods are referenced:

- ✓ Domestic goods shall be explicitly permitted
- ✓ Trade names shall be accompanied by “or approved equivalent”
- ✓ Proprietary goods shall only be specified where objectively justified

Design specifications shall not:

Default to foreign standards where applicable Canadian standards exist Reference legacy goods that unnecessarily exclude domestic suppliers

Domestic Availability Consideration

During design specification development, the Consultant shall:

- ✓ Consider the availability of domestic goods to the extent reasonably practicable
- ✓ Avoid assumptions regarding the unavailability of domestic goods without documented analysis
- ✓ Ensure specifications do not preclude domestic alternatives or substitutions during procurement or construction.

Substitutions and Alternatives

All design specifications shall:

- Clearly allow substitution requests that maintain or improve domestic content
- Define objective criteria for evaluating equivalency
- Avoid subjective or aesthetic barriers unrelated to functional performance

Approval of a substitution shall **not** result in a reduction of committed domestic content without the City authorization.

Exceptions and Justifications

Where it is necessary to specify:

- A proprietary product
- A non-Canadian standard
- A restricted supplier market

Consultants shall:

- Provide a written technical justification
- Confirm the restriction is defensible under the Directive and Policy
- Identify potential domestic mitigation options where possible

Only the City may authorize Directive or Policy exemptions.

Common Risks to Avoid

Risk	Result
Overly prescriptive specifications	Reduced competition and limited domestic supplier participation
Brand-driven or proprietary requirements without justification	Bid non-compliance and restricted market access
Failure to consider Domestic Supply Chain Requirements during design	Limited ability to achieve compliance during procurement
Assumptions that domestic goods are unavailable without analysis	Missed domestic sourcing opportunities
Specifications that preclude substitutions or alternatives	Inability to maximize domestic content during construction
Defaulting to foreign standards when Canadian standards exist	Unnecessary exclusion of domestic suppliers
Poor alignment between design and procurement documentation	Conflicting requirements and increased compliance risk

Insufficient market analysis during design	Unrealistic requirements or lack of qualified suppliers
Overly restrictive or unclear specifications	Inconsistent bidder responses and evaluation challenges
Failure to document rationale for restrictive requirements	Audit exposure and inability to justify decisions
Legacy specifications that are not reviewed or updated	Continued exclusion of domestic suppliers
Lack of coordination between Consultant, Project Manager, and Procurement	Delays, rework, and inconsistent application of requirements