

KEY PURCHASING CONTACTS IN THE ALBERTA GOVERNMENT

INTRODUCTION

Subject to established dollar value thresholds, purchasing of goods and information technology supplies for the Government of Alberta is centralized through Procurement Services. Each ministry, however, defines its own requirements for specific goods and information technology supplies. Ministries are also directly responsible for the acquisition of any services they require. Knowing who to talk to in each ministry can be invaluable when doing business with the Government of Alberta.

The following pages provide:

- a brief description the major entities in the Government of Alberta which may include information on their primary procurement; and
- the name, address and telephone number of contact persons who coordinate that ministry's purchasing.

These pages will be updated on a regular basis on the following website:

http://www.servicealberta.gov.ab.ca/pdf/buy_sell/keycontacts.pdf

For additional information about selling to the Government of Alberta, or to obtain additional copies of this listing, please contact:

Chelle Busch

Vendor Development Coordinator

Service Alberta
9th fl South Tower
10030 - 107 Street
Edmonton, AB
T5J 3E4

Phone: (780) 644-7430

Fax: (780) 415-4764

E-mail: chelle.busch@gov.ab.ca

ABORIGINAL RELATIONS

Alberta Aboriginal Relations works with Aboriginal communities and other partners to enhance social and economic opportunities for Aboriginal people in Alberta.

- Work with other government departments to support the development of programs and policies that affect Aboriginal people in Alberta
- Advise and sometimes lead agreements between the provincial government and Aboriginal groups
- Administer Métis Settlements legislation.
- Help resolve Aboriginal land-based issues.
- Coordinate First Nation land and resource development consultations.

For more information about the goods and services needs of the Ministry of Aboriginal Relations, please contact:

Helen Stiles

Manager, Corporate Administration
Finance and Administration
12th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta
T5J 4G8
Phone: (780) 422-0980
Fax: (780) 427-0939
E-mail: helen.stiles@gov.ab.ca

Howard Wong

Director, Finance & Administration
12th floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta
T5J 4G8
Phone: (780) 427-0793
Fax: (780) 427-0939
E-mail: howard.wong@gov.ab.ca

Website: www.aboriginal.alberta.ca

ADVANCED EDUCATION AND TECHNOLOGY

Ministry of Advanced Education and Technology strives to fulfill its mission by creating accessible, affordable and quality learning opportunities that are responsive to the ongoing learning needs of Albertans. The Ministry collaborates with key innovation support agencies to foster support for commercialization and innovation activities across the province.

Our Vision: Alberta leads the world in inspiring and supporting lifelong learning for all its peoples, and prospers through innovation.

Our Mission: Assist Alberta to be a learning and innovative society.

The Department of Advanced Education and Technology is organized into the Adult Learning, Apprenticeship and Industry Training, Research, Technology Commercialization, and Policy and Planning divisions. In addition, Communications, Finance and Administration, and Human Resources provide supporting functions to the work of the Ministry. Each division provides specific expertise to the advanced learning and innovation system. All divisions share responsibility for providing integrated service by partnering with one another, and with other Alberta ministries, post-secondary institutions, adult learning providers, stakeholder organizations and industry.

Primary Procurement:

Information technology goods and services, supplies, and various consulting and professional services.

For more information about the goods and services needs of the Ministry of Advanced Education and Technology, please contact:

Information Technology Procurement

Leslie Sim-Kaiser

Chief Information Officer
Information and Technology Management Branch
9th floor Commerce Place
10155 - 102 Street
Edmonton, AB
T5J 4L5
Phone: (780) 415-0813
E-mail: leslie.sim-kaiser@gov.ab.ca

Other Procurement

AET Finance and Administration
500, Phipps-McKinnon Building
10020 - 101A Avenue
Edmonton, AB
T5J 3G2
Phone: (780) 422-5400
Email: aet.adminop@gov.ab.ca

Website: www.advancededucation.gov.ab.ca

ADVANCED EDUCATION AND TECHNOLOGY

Alberta Research Council (ARC)

We are in the business of innovation. Our customers and partners have access to leading edge expertise, equipment, and facilities that no one company could afford on its own.

The sectors we serve include energy, life sciences, agriculture, environment, forestry, and manufacturing. Our key lines of business are: applied research, technology assessment, technology development and demonstration, technology commercialization, consulting, and testing and analysis.

We work with customers and partners to advance technology in three areas of expertise:

- Energy
- Engineered Products & Services
- Life Sciences

Our scientific and technical experts provide a wide range of services in:

- Technology Development
- Technology Commercialization
- S&T Capacity Building

For more information about the goods and services needs for ARC, please contact:

ARC Corporate Services

250 Karl Clark Road
Edmonton, Alberta
Canada T6N 1E4
Phone: (780) 450-5111
Fax: (780) 450-5333

Website: www.arc.ab.ca

AGRICULTURE AND RURAL DEVELOPMENT

The Ministry of Agriculture and Rural Development promotes sustainable industry growth by working with industry to focus on consumer driven market opportunities that increase long-term profitability and industry competitiveness; promoting or directing implementation of food safety systems in the production of food through essential food safety legislation, regulations, policy and education, and through surveillance systems that support consumer confidence and market access. It promotes improved environmental stewardship by assisting the agriculture and food industry to maintain or improve management systems that reduce environmental risks and support competitiveness of the industry regarding Alberta's air, water and land for the well being of current and future generations through essential policy, legislation, information and services related to water quality, air quality, climate change and biodiversity. It strengthens rural communities through facilitating agri-business growth and development by providing support for networks and organizations to contribute to a vibrant rural Alberta. It also helps mitigate business risk by providing effective financial risk management programs and disaster support in the absence of private sector tools when natural and market events occur that are beyond agribusiness manager's control.

Primary Procurement: Farm machinery and equipment, fertilizers, chemicals, lab equipment.

For more information about the goods and services needs of the Ministry of Agriculture and Rural Development, please contact:

Debbie Wallace

Facilities Services
Facilities Management Systems Analyst
307, J.G. O'Donoghue Building
7000 – 113 Street
Edmonton, Alberta
T6H 5T6
Phone: (780) 422-5867
Fax: (780) 422-6529
E-mail: debbie.wallace@gov.ab.ca

Information Technology Procurement

Colin Draffin

Information Technology Services
203, JG O'Donoghue Building
7000 – 113 Street
Edmonton, Alberta
T6H 5T6
Phone: (780) 422-6583
Fax: (780) 422-4004
E-mail: colin.draffin@gov.ab.ca

Website: www.agric.gov.ab.ca

CHILDREN AND YOUTH SERVICES

The Ministry of Children and Youth Services offers a number of services and programs for children and families in the province, including:

- Child Protection (ensuring children in Alberta are safe and protected from abuse or neglect);
- Adoption Services;
- Child Care Programs (licensing of day care centers, financial assistance to low income parents accessing day care);
- Prevention of Family Violence and Bullying (funding of women's shelters, information on family violence and bullying issues);
- Services for Children with Disabilities (assistance for parents raising a child who has a disability);
- Early Intervention Programs.

Rather than Government directly delivering these programs, there are 10 Child and Family Services Authorities in Alberta that offer them to Albertans. Each of these Authorities has a board with members from within the community. They design programs in ways that best meet the needs of their region. The Authorities must meet specific standards in the way they operate. This allows for flexibility across the province while also making sure standards are reached.

The Child and Family Services Authorities are responsible for their own purchasing decisions, although the purchase of information technology equipment is primarily done in conjunction with or by the Department of Children and Youth Services.

For more information about the goods and services needs of the Ministry of Children and Youth Services, please contact:

Information Technology Procurement

Brian Peters

Senior Manager
Operations Information Strategies
5th Floor, Sterling Place
9940 – 106 Street
Edmonton, Alberta
T5K 2N2
Phone: (780) 422-8099
Fax: (780) 422-0562
Email: brian.peters@gov.ab.ca

Other Procurement

Norm Cressey

Contract Specialist
Financial Strategies
5th Floor, Sterling Place
9940 – 106 Street
Edmonton, Alberta
T5K 2N2
Phone: (780) 427-2566
Fax: (780) 427-4067
E-mail: norman.cressey@gov.ab.ca

Website: www.child.gov.ab.ca

CULTURE AND COMMUNITY SPIRIT

The Ministry of Culture and Community Spirit provides a broad range of programs and services that support a high quality of life such as:

- support to Alberta's arts and cultural industries including the Jubilee Auditoria
- programs that provide financial assistance to communities, the non-profit/voluntary sector, the arts, film and heritage including the Community Spirit Donation Grant Program
- preservation and presentation of Alberta's historical resources
- promoting the understanding of Alberta's human rights legislation through awareness initiatives and educational resources and programs.

The Ministry also undertakes capital projects to improve infrastructure for community public-use facilities, historic sites, museums and interpretive centres.

The Ministry works to generate activity and investment in the cultural industries, including film and television, sound recording and book and magazine publishing, through targeted financial support.

For more information about the goods and services needs of the Ministry of Culture and Community Spirit, please contact:

Information Technology Procurement

Howard Grossman

Director, Client Support Services
5th fl HSBC Building
10055 - 106 Street
Edmonton, AB
T5J 1G3
Phone: (780) 644-3974
Fax: (780) 644-1286
E-mail: howard.grossman@gov.ab.ca

Other Procurement

Carmen Vidaurri

Manager Financial Operations and Administration
6th fl Commerce Place
10155 - 102 street
Edmonton, AB
T5J 4L6
Phone: (780) 644-5511
Fax: (780) 644-5586
E-mail: carmen.vidaurri@gov.ab.ca

Website: www.culture.alberta.ca

EDUCATION

Alberta Education, through its leadership, partnerships and work with the public – including stakeholders – inspires, motivates and provides the necessary tools and opportunities for every child to attain the knowledge, skills and attributes required for lifelong learning, self-sufficiency, work and citizenship.

Alberta Education:

- develops and supports implementation of policies, programs and standards,
- promotes continuous improvement of student learning through assessing and reporting results,
- certifies teachers and conducts workforce planning for the education sector,
- provides funding to school authorities on an equitable basis and monitors the financial management of school jurisdictions, and
- provides leadership and inspiration to the 21st century classroom and learning centre to support student achievement and maintain its world-class education system.

For more information about the goods and services needs of the Ministry of Education, please contact:

Peter Groot

Director

Financial and Administrative Services

12th Floor, 44 Capital Boulevard

10044 – 108 Street

Edmonton, Alberta T5J 5E6

Phone: (780) 644-5594

Fax: (780) 427-4710

E-mail: peter.groot@gov.ab.ca

Website: www.education.gov.ab.ca

EMPLOYMENT AND IMMIGRATION

Employment and Immigration develops and delivers policies, programs and services to foster labour force development; ensure fair, safe and healthy workplaces; and help those in need. Employment and Immigration also provides leadership for immigration and interprovincial labour mobility policy for the Government of Alberta, and coordinates resources to support the settlement and integration of new Albertans. The Ministry also has responsibility for the Alberta Labour Relations Board, Appeals Commission for Workers' Compensation and the Francophone Secretariat. With over 1900 employees in 80 communities across the province, the Ministry is committed to helping all Albertans benefit from the programs and services of EI.

Major Responsibilities:

- Work to ensure Alberta has a sufficient supply of workers to meet the needs of the economy now and in the future. This includes attracting and retaining other Canadians and immigrants to Alberta's workforce.
- Provide programs and services to help individual Albertans become connected to the labour force as well as provide health benefits, child support services and financial assistance to help Albertans with lower incomes be as independent as possible.
- Support fair, safe and healthy workplaces.

For more information about the goods and services needs of the Ministry of Employment and Immigration, please contact:

Jack McKendry
Director
Administrative Operations
7th Floor, Centre West Building
10035 -108 Street
Edmonton, Alberta
T5J 3E1
Phone: (780) 427-4508
Fax: (780) 427-0236
E-Mail: jack.mckendry@gov.ab.ca

Ana Lopez
Team Lead, Purchasing
Main Floor, Centre West Building
10035 – 108 Street
Edmonton, Alberta
T5J 3E1
Phone: (780) 427-1103
Fax: (780) 427-0992
E-mail: ana.lopez@gov.ab.ca

Website: www.employment.alberta.ca

ENERGY

Energy is the engine of Alberta's economy. Albertans own the oil, natural gas and other mineral resources. The energy industry accounts for approximately one-third of all Alberta government revenue, ensuring the ongoing delivery of critical public programs, such as health, education and infrastructure. Energy also accounts for just over half of the value of the province's total exports and about one-quarter of the province's Gross Domestic Product. The energy sector employs – directly and indirectly – nearly one in every six workers in Alberta.

The Ministry of Energy consists of the Department of Energy and the Energy Resources Conservation Board (ERCB) and Alberta Utilities Commission (AUC).

The Department oversees a diverse range of portfolios that includes natural gas, conventional oil, oil sands, petrochemicals, pipelines, electricity, coal and minerals. The department works within the province's framework of sustainable development to maintain or enhance resource exploration and development opportunities by:

- Ensuring Alberta's energy and mineral resources remain competitive, and attractive to investment and development;
- Informing Albertans about energy and mineral resource development and related policies, and the significance of these resources to the Alberta economy; and
- Providing Alberta consumers with a choice of reliable and competitively priced energy.

The ERCB regulates the safe, responsible, and efficient development of Alberta's energy resources: oil, natural gas, oil sands, coal, and electrical energy; and the pipelines and transmission lines to move the resources to market. The AUC regulate rates and terms of service of investor-owned natural gas, electric, and water utility services, as well as the major intra-Alberta gas transmission system, to ensure that customers receive safe and reliable service at just and reasonable rates

For more information about the goods and services needs of the Ministry of Energy, please contact:

Contract Administrator

Alberta Energy
11th floor, 9942 - 108 Street
Edmonton, Alberta
T5K 2J5
Phone: (780) 427-9804
Fax: (780) 427-5696
E-mail: Energy.RFPQuery@gov.ab.ca

Website: www.energy.gov.ab.ca

ENERGY, CONT'D

For more information about the goods and services needs of the Alberta Energy and Utilities Board, please contact:

Stuart Dunsmuir

Support Services

Corporate Services

Alberta Utilities Commission

400, 425-1st Street SW

Calgary, Alberta

T2P 3L8

Phone: (403) 592-4445

Fax: (403) 592-4484

E-mail: stuart.dunsmuir@auc.ab.ca

Energy Resources Conservation Board Website: www.ercb.ca

Alberta Utilities Commission Website: www.auc.ab.ca

ENVIRONMENT

The Ministry of Environment establishes policies, legislation, plans, guidelines and standards and uses a variety of flexible tools (approvals, dispositions, licenses, and enforcement) to ensure Alberta's environment is safe and sustainable. It ensures Albertans recognize the impact of their activities on the environment and are informed and enabled to work together to safeguard it. The Ministry of Environment is also responsible for managing spills, contamination and other pollution-related incidents. It also ensures water infrastructure and equipment are maintained and operated effectively to prevent, reduce and mitigate floods and droughts.

For more information about the goods and services needs of the Alberta Environment, please contact:

Information Technology Procurement

Roger Burns

Chief Information Officer
Integrated Information Solutions
12th Floor, Oxbridge Place
9820-106 Street
Edmonton, Alberta T5K 2J6
Phone: (780) 644-5065
Fax: (780) 422-0151
E-mail: roger.burns@gov.ab.ca

Other Procurement

Azim Murji

Supervisor
Financial Management Unit
6th Floor, South Petroleum Plaza
9915 – 108 Street
Edmonton, Alberta T5K 2G8
Phone: (780) 427-9177
Fax: (780) 422-0151
E-mail: azim.murji@gov.ab.ca

Website: www.environment.alberta.ca

FINANCE AND ENTERPRISE

Alberta Finance and Enterprise, we strive to further Alberta's reputation as an innovative and globally competitive province, with a fiscally responsible and accountable government.

Alberta Finance and Enterprise looks for new and better ways to plan, budget and invest for the province. It provides Albertans with quarterly fiscal updates, report on government's performance and provide economic forecasting. It also administers provincial tax and rebate programs, investments, pension plans and regulate insurance and financial institutions.

Alberta Finance and Enterprise provides a wide range of services to ensure Alberta maintains its strong financial position.

Major Responsibilities:

- Fiscal planning and financial management
- Investment, treasury and risk management
- Financial Sector and pensions

For more information about the goods and services needs of the Ministry of Finance and Enterprise, please contact:

Cynthia Romanchuk

Contract Advisor

Financial Services

Room 455, Terrace Building

9515 – 107 Street

Edmonton, Alberta

T5K 2C3

Phone: (780) 415-9144

Fax: (780) 422-2163

E-mail: Cynthia.Romanchuk@gov.ab.ca

Website: www.finance.gov.ab.ca

HEALTH AND WELLNESS

The Ministry of Health and Wellness is responsible for protecting, maintaining and enhancing the health of Albertans by setting the strategic direction, policy, legislation and standards; setting priorities and allocating resources; ensuring services are accessible and appropriate, and developing and supporting the health system.

Major Responsibilities:

- Sets direction, policy, and standards for the health care system
- Sets priorities based on health needs
- Determines the scope of the financial, capital, and human resources required
- Measures and reports on the health system's performance
- Promotes wellness and works to prevent disease and injury
- Enables Albertans to make informed decisions about their health
- Engages in cross-ministry initiatives to address challenges to the population's health and wellness

The Alberta Alcohol and Drug Abuse Commission (AADAC) is responsible for assisting Albertans to achieve a life free from the abuse of alcohol and other drugs.

For more information about the goods and services needs of the Ministry of Health and Wellness, please contact:

Cheryl Whitten
Director
Corporate and Administrative Services
16th Floor Telus Plaza North Tower
10025 Jasper Avenue
Edmonton, Alberta
T5J 2N3
Phone: (780) 415-2174
Fax: (780) 427-1643
E-mail: cheryl.whitten@gov.ab.ca

Health and Wellness Website: www.health.gov.ab.ca

AADAC Website: www.aadac.com

HOUSING AND URBAN AFFAIRS

Housing and Urban Affairs contributes to the inclusion, well being, and independence of lower-income Albertans through safe, sustainable and affordable housing, and assist urban communities with addressing their unique needs.

For more information about the goods and services needs of the Ministry of Housing and Urban Affairs, please contact:

Rai Batra

Executive Director
Strategic Corporate Services Division
7th fl Commerce Place
10155 - 102 Street
Edmonton, AB T5J 4L4
Phone: (780) 427-2925
Fax: (780) 644-5240
E-mail: rai.batra@gov.ab.ca

Alternate:

Beth Holmes

Director, Financial Operations and Accountability
7th fl, Commerce Place
10155 – 102 Street
Edmonton, AB T5J 4L4
Phone: (780) 643-1654
Fax: (780) 644-5240
E-mail: beth.holmes@gov.ab.ca

Website: www.housing.alberta.ca

INFRASTRUCTURE

The Ministry of Infrastructure is responsible for the coordination and implementation of policies and programs of the Government of Alberta in matters pertaining to the provision of general and special purpose accommodation (whether by construction, purchase or lease); for project management of capital construction projects (buildings), for operation and maintenance of government space; and, for land acquisition and disposal. The Ministry of Infrastructure procures primarily construction services, architectural, engineering and other consulting services, property management services and leased space.

For more information about the goods and services needs of the Ministry of Infrastructure, please contact:

Brian Soutar

Executive Director
Program Management Branch
3rd Floor, Infrastructure Building
6950 - 113 Street
Edmonton, Alberta T6H 5V7
Phone: (780) 422-7461
Fax: (780) 422-7599
E-mail: brian.soutar@gov.ab.ca

Caroline Bogner

Director
Procurement
3rd Floor, Infrastructure Building
6950 – 113 Street
Edmonton, Alberta T6H 5V7
Phone: (780) 415-9815
Fax: (780) 422-9594
Email: caroline.bogner@gov.ab.ca

IT – RELATED PURCHASES

Ken Baine

Executive Director and CIO
Information Management Branch
3rd floor, Infrastructure Building
6950 – 113 Street
Edmonton, Alberta T6H 5V7
Phone: (780) 644-5114
Fax: (780) 422-9193
Email: ken.bainey@gov.ab.ca

Website: www.infratrans.gov.ab.ca

INTERNATIONAL AND INTERGOVERNMENTAL RELATIONS

The Ministry provides leadership in the management of Alberta's international and intergovernmental relationships. Its primary role is to ensure a consistent approach is taken in relations with all other governments. The Ministry fulfills this role by focusing on six goals:

- Promoting the interest of, and securing benefits for, Alberta as an equal partner in a strengthened, united Canada.
- Promoting the interests of, and securing benefits for, Alberta from strengthened international relations.
- Promoting the interests of, and securing benefits for, Alberta from greater trade and investment liberalization, internationally and domestically.
- Increase exports of Alberta's goods and services.

For more information about the goods and services needs of the Ministry of International and Intergovernmental Relations, please contact:

Helen Stiles

Manager, Corporate Administration
Finance and Administration
12th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta
T5J 4G8
Phone: (780) 422-0980
Fax: (780) 427-0939
E-mail: helen.stiles@gov.ab.ca

Howard Wong

Director, Finance & Administration
12th floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta
T5J 4G8
Phone: (780) 427-0793
Fax: (780) 427-0939
E-mail: howard.wong@gov.ab.ca

Website: www.international.gov.ab.ca

JUSTICE AND ATTORNEY GENERAL

The Ministries of Justice and Attorney General ensures equality and fairness in the administration of justice in Alberta. The key responsibilities include enforcement of laws within the province and the provision of legal services to the government and the various government ministries.

For more information about the goods and services needs of the Ministries of Justice and Attorney General, please contact:

Van Repchinsky

Senior Manager, Facilities and Procurement Services
Business Services Branch
Corporate Services Division
Mezzanine Floor, Bowker Building
9833 - 109 Street
Edmonton, Alberta
T5K 2E8
Phone: (780) 422-3132
Cell: (780) 901-2802
Fax: (780) 427-9630
E-mail: van.repchinsky@gov.ab.ca

Kelley Matheson

Acting Procurement Manager
Business Services Branch
Corporate Services Division
Mezzanine Floor, Bowker Building
9833 - 109 Street
Edmonton, Alberta
T5K 2E8
Phone: (780) 427-2930
Cell: (780) 700-7098
Fax: (780) 427-9630
E-mail: kelley.matheson@gov.ab.ca

Website: www.justice.gov.ab.ca

LEGISLATIVE ASSEMBLY OFFICE

The Legislative Assembly Office supports Members of the Legislative Assembly in carrying out their roles as elected representatives of the people of Alberta; supports the Speaker of the Legislative Assembly in carrying out the duties of office; records the proceedings and maintains the records of the Assembly; informs and educates the public on behalf of members and the institution of Parliament; supports the Assembly in protecting its institutions and privileges; supports the exchange of ideas/information among Legislatures throughout the world; and provides services to external clients as required.

For more information about the goods and services needs of the Legislative Assembly Office, please contact:

Primary Procurement: Communications equipment, telephones, furniture, office equipment, office stationery and supplies.

Dan Dunlop

Manager, Administration Services
Financial Management and Administrative Services
901 Legislature Annex
9718 – 107 Street
Edmonton, Alberta T5K 1E4
Phone: (780) 427-1361
Fax: (780) 415-1714
E-mail: dan.dunlop@assembly.ab.ca

Primary Procurement: Information Technology purchases such as computer equipment.

Key Contacts:

Val Rutherford

Manager
Planning & Development
902 Legislature Annex
9718 – 107 Street
Edmonton, Alberta T5K 1E4
Phone: (780) 427-1586
Fax: (780) 415-1714
E-mail: val.rutherford@assembly.ab.ca

Jillian Tilley

Manager
IT Operations
902 Legislature Annex
9718 – 107 Street
Edmonton, Alberta T5K 1E4
Phone: (780) 415-2898
Fax: (780) 415-1714
E-mail: jillian.tilley@assembly.ab.ca

Website: www.assembly.ab.ca

MUNICIPAL AFFAIRS

The Ministry of Alberta Municipal Affairs:

- Assists municipalities in providing well-managed, collaborative, and accountable local government to Albertans.
- Administers a safety system that strives to ensure appropriate safety standards for the construction and maintenance of buildings and equipment.
- Manages the network of municipal and library system boards to provide province-wide access to high-quality public library services for Albertans.
- The **Alberta Emergency Management Agency** reports directly to the Minister and is responsible for coordinating a comprehensive, cross-government, all-hazards approach to managing emergencies in the province.
- The **Municipal Government Board** is an independent, quasi-judicial board that conducts hearings and renders decisions on such matters as property assessment, and provides recommendations to Cabinet on matters defined under the *Municipal Government Act*, such as contested annexations.
- The **Safety Codes Council** is a corporation established under the *Safety Codes Act* that reviews safety codes and standards and supports the Ministry's administration of the act.
- The **Special Areas Board** manages 2.8 million acres of public land in the province's three Special Areas and provides municipal services, such as construction and maintenance of local roads and parks, and emergency and protective services, to the dryland region in eastern Alberta.
- The six **Improvement Districts**, located primarily in the National Parks, provide limited administrative services, such as budget preparation, and in the case of Improvement District No. 9 fire protection and ambulance services.

We work with our partners in Alberta municipalities, other government departments and local organizations to achieve these goals.

For more information about the goods and services needs of the Ministry of Municipal Affairs, please contact:

Sharon Lewis

Coordinator, Facilities and General Administration
Information Management, Legislative &
Administrative Services
14th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
Phone: (780) 427-1397
Fax: (780) 422-5840
E-mail: sharon.lewis@gov.ab.ca

Brent Fuhr

Director, Financial Operations and Accountability
Financial Services
14th floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta T5J 4L4
Phone: (780) 415-0903
Fax: (780) 422-5840
E-mail: brent.fuhr@gov.ab.ca

Website: www.municipalaffairs.alberta.ca

PUBLIC AFFAIRS BUREAU

The Public Affairs Bureau assists the government in its ongoing dialogue with Albertans by providing quality, coordinated and cost-effective communications and consultation services. The Bureau strives to be a centre of communications excellence and one of Alberta's preferred choices for news and information about their government's policies, programs and services.

Public Affairs Bureau provides consultation and purchasing services for:

- public relations/communications consultation
- web development
- graphic design
- advertising

For more information about the goods and services needs of the Public Affairs Bureau, please contact:

Karen Lindgren

Manager

Finance and Administration

6th Floor, Park Plaza

10611 - 98 Avenue

Edmonton, Alberta

T5K 2P7

Phone: (780) 427-9233

Fax: (780) 422-4168

E-mail: karen.lindgren@gov.ab.ca

Website: www.publicaffair.gov.ab.ca

SENIORS AND COMMUNITY SUPPORTS

The purpose of the Ministry of Seniors and Community Supports is to provide supports, services, programs and information and strategic planning that contribute to the inclusion, well-being and independence of seniors, persons with disabilities, and seniors in need of housing supports.

This is done by:

- Providing targeted financial and health-related benefits, and
- Providing and coordinating a range of supports for living in the community.

For more information on the goods and services needs of the Ministry of Seniors and Community Supports, please contact:

Kevin Molcak

Executive Director

Strategic Corporate Services

8th Floor, Standard Life Center

10405 Jasper Avenue

Edmonton, Alberta

T5J 4R7

Phone: (780) 644-1125

Fax: (780) 427-9376

E-mail: Kevin.Molcak@gov.ab.ca

Website: www.seniors.gov.ab.ca

SERVICE ALBERTA

The Ministry is committed to achieving efficiency, effectiveness and timeliness throughout the Government of Alberta.

Service Alberta's responsibilities include:

- The promotion of consumer and business education.
- Support, regulate, and enforce high standards of consumer protection and business practices in the Alberta marketplace.
- Provision of licensing and registry services for consumer, business, and property transactions.
- Serve as the central purchasing arm of the GoA for the procurement of goods.
- Develop and provide procurement tools, resources and systems to promote competitive procurement within Alberta, manage surplus inventory and achieve value-added outcomes on behalf of the GoA and the MASH sector. Some of these tools and resources include the Alberta Purchasing Connection (APC), Procurement Card program, interprovincial trade agreements (AIT and TILMA), standing offers, contract templates, and ICT corporate agreements.
- Plan, develop, upgrade, optimize and manage the ongoing operation of IMAGIS – which is Government of Alberta's financial, purchasing, human resources, payroll and self-service (MyAgent) system used by all Ministries.
- Provide internal courier services to government offices throughout the province.
- Lead the Service Alberta initiative, which enables individuals and businesses to access information and easily conduct transactions.
- Provide information management and privacy support to public bodies in administering Freedom of Information and Protection of Privacy legislation.
- Provide a voice for Alberta's electricity and natural gas consumers ensuring Alberta homeowners, tenants, farmers and small businesses are represented fairly in their dealings with electricity and natural gas companies and regulatory agencies. (Office of the Utilities Consumer Advocate)
- Defining and prioritizing opportunities for improvement in the delivery of programs and services to Albertans.
- Support the infrastructure and promote the use of Alberta SuperNet.
- Integrate information and communications technology and knowledge management standards, practices and frameworks for government.
- Lead the transformation and improvement of priority business practices for government especially for functions that are shared across ministries.

For more information about the goods and services needs of Service Alberta, please contact:

Michael G. Fleming

Director

Corporate Purchasing

Procurement Services

9th floor South Tower

10030 – 107 Street

Edmonton, Alberta T5J 3E4

Phone: (780) 415-9738

Fax: (780) 422-9672

E-mail: michael.g.fleming@gov.ab.ca

SERVICE ALBERTA – PROCUREMENT SERVICES

Procurement Services provides the centralized acquisition of supplies, systems development and information technology outsourcing services for government; provides advisory services to ministries, the MASH sector and Alberta suppliers on procurement related issues; manages specific ICT services and support agreements; manages the development, upgrading and operation of Alberta's electronic tendering system, the Alberta Purchasing Connection (APC); represents Alberta's interest in national trade agreements as they impact GoA's and MASH sector's procurement of goods, services and construction; and disposes of surplus assets and materials.

Corporate Purchasing Section

Procurement Services Corporate Purchasing Section acquires goods over \$10,000 required by government departments, establishes Standing Offers for common requirements, complements existing ministry operations by facilitating and expediting the purchasing process for goods under \$10,000 in value, and assists departments in managing their assets. Under certain circumstances, the individual Ministries may be able to acquire goods over \$10,000 subject to compliance with specific administrative, training and TILMA/AIT requirements. For details, please contact Michael G. Fleming.

For more information about the goods and services needs of Service Alberta, please contact:

Michael G. Fleming

Director
Corporate Purchasing
Procurement Services
9th floor, South Tower
10030 – 107 Street
Edmonton, Alberta T5J 3E4
Phone: (780) 415-9738
Fax: (780) 422-9672
E-mail: michael.g.fleming@gov.ab.ca

Office & Business Unit

Rosie Amlani

Manager
Corporate Purchasing
Procurement Services
9th floor, South Tower, Capital Health Centre
10030 – 107 Street
Edmonton, Alberta T5J 3E4
Phone: (780) 422-2654
Fax: (780) 422-9672
E-mail: rosie.amlani@gov.ab.ca

Ana Lopez

Team Lead, Purchasing
Main Floor, Centre West Building
10035 – 108 Street
Edmonton, Alberta T5J 3E1
Phone: (780) 427-1103
Fax: (780) 427-0992
E-mail: ana.lopez@gov.ab.ca

Institutional & Industrial

Stephanie Galba

Manager
Corporate Purchasing
Procurement Services
9th floor, South Tower, Capital Health Centre
10030 – 107 Street
Edmonton, Alberta T5J 3E4
Phone: (780) 427-3269
Fax: (780) 422-9672
E-mail: stephanie.galba@gov.ab.ca

Grace Field

Team Lead, Surplus and Assets Unit
Main Floor, Centre West Building
10035 – 108 Street
Edmonton, Alberta T5J 3E1
Phone: (780) 427-2641
Fax: (780) 427-0992
E-mail: grace.field@gov.ab.ca

SERVICE ALBERTA – PROCUREMENT SERVICES (cont'd)

Contracted Services Section

Systems Development and IT Outsourcing – Responsible for managing the procurement of fixed price and IT outsourcing application development, \$100,000 or greater, and packaged software solutions with or without customization, \$10,000 or greater. Under certain circumstances, the individual Ministries may be able to undertake IT outsourcing application development over \$100,000 and packaged software solutions over \$10,000 subject to compliance with specific administrative, training and TILMA/AIT requirements. For details, please contact Bill Moulton.

Bill Moulton

Director

Contracted Services

Procurement Services

9th floor, South Tower

10030 – 107 Street

Edmonton, Alberta T5J 3E4

Phone: (780) 427-4120

Fax: (780) 422-9672

E-mail: bill.moulton@gov.ab.ca

ICT Corporate Agreements Section

The ICT Corporate Agreements service includes:

Management of specific cross-government ICT services and support agreements, such as: research and advisory services from Forrester, Gartner, as well as software licensing and support agreements for Oracle, Microsoft, Citrix, and others.

- Aggregation of requests for software products from across Government.
- Negotiation of licensing and support agreements with Vendors.
- Software distribution as required.
- Liaison between Vendor and the ministries for the purpose of providing contract interpretation, advice and issue management.
- Preparation of ministry cost allocation for Service Alberta, Finance.

Jim Oscroft

Manager, ICT Corporate Agreements

Procurement Services

9th floor, South Tower

10030 -107 Street

Edmonton, Alberta T5J 3E4

Phone: (780) 427-9529

Fax: (780) 415-6091

E-mail: jim.oscroft@gov.ab.ca

SERVICE ALBERTA – PROCUREMENT SERVICES (cont'd)

Trade & Vendor Development Section

The Trade and Vendor Development section is responsible for:

- Providing advice and strategic direction to government-wide clients on the purchase of goods, services and construction, consistent with Alberta's obligations under interprovincial trade agreements. These agreements are the [Agreement on Internal Trade](#) (AIT) and the [BC-Alberta Trade, Investment and Labour Mobility Agreement](#) (TILMA).
- Managing the operation of Alberta's [electronic tendering system](#) ([Alberta Purchasing Connection](#)) that serves to give a broad exposure to procurement opportunities in the Government of Alberta (GoA) and the MASH sector. The MASH sector includes municipalities, academic institutions, schools and health care facilities.
- Administration of a procurement card program.
- Providing support to government-wide entities in their business decisions through query development, data analysis and recommendations.
- Establishing a comprehensive vendor development office to mentor and collaborate with the vendor community on government's expectations in the procurement of goods, services and construction.

Paul Abrol

Director
Trade & Vendor Development
Procurement Services
9th Floor, South Tower
10030 -107 Street
Edmonton, Alberta T5J 3E4
Phone: (780) 427-4638
Fax: (780) 415-4764
E-mail: paul.abrol@gov.ab.ca

Trevor Bergen

Acting Manager
Trade Development
Procurement Services
9th Floor, South Tower
10030 – 107 Street
Edmonton, Alberta T5J 3E4
Phone: (780) 644-8560
Fax: (780) 415-4764
E-mail: trevor.bergen@gov.ab.ca

Mary Ann Roque

Manager
Center of Expertise
Procurement Services
9th Floor, South Tower
10030 – 107 Street
Edmonton, Alberta T5J 3E4
Phone: (780) 644-7430
Fax: (780) 415-4764
E-mail: maryann.roque@gov.ab.ca

Chelle Busch

Vendor Development Coordinator
Procurement Services
9th Floor, South Tower
10030 – 107 Street
Edmonton, Alberta T5J 3E4
Phone: (780) 644-7430
Fax: (780) 415-4764
E-mail: chelle.busch@gov.ab.ca

Alberta Purchasing Connection System (APC)

System Related Issue and Contact

APC Help Desk

Phone: (780) 644-5726
E-mail: apc.help@gov.ab.ca

SERVICE ALBERTA – PROCUREMENT SERVICES (cont'd)

Surplus Sales and Warehousing Services Section

Surplus Sales outlets in Calgary and Edmonton are responsible for the disposal of assets that are surplus to the needs of all Alberta government departments and agencies. The objective of Surplus Sales is to market surplus assets to the public and earn the best financial return possible for the government.

For more information, please contact:

Dave Hardwick

Manager

Surplus Sales (Edmonton)

12115 Fort Road

Edmonton, Alberta T5B 4H2

Phone: (780) 427-7812

Fax: (780) 427-9819

Email: dave.hardwick@gov.ab.ca

Praveen Parasram

Manager

Surplus Sales (Calgary)

38 Highfield Circle SE

Calgary, Alberta T2G 5N5

Phone: (403) 297-6430

Fax: (403) 297-4576

Email: praveen.parasram@gov.ab.ca

Website: www.servicealberta.gov.ab.ca
www.surplus.gov.ab.ca

SOLICITOR GENERAL AND PUBLIC SECURITY

The Ministry of Solicitor General and Public Security works in partnership with Albertans to provide safe and secure communities through effective crime prevention, policing, provincial security, correctional services and support to victims of crime. The Ministry works with stakeholders to ensure that gaming and liquor activities are conducted effectively and with integrity, and in a socially responsible manner.

Areas of Responsibility & Key Programs

The Department's key responsibilities include:

- Law Enforcement and Crime Prevention - Ensuring safe communities in Alberta by coordinating and ensuring adequate and effective policing, targeting organized crime, supporting police through the Sheriff program, producing enhanced information services with policing partners, and developing and promoting crime prevention programs.
- Custody, Supervision and Rehabilitative Opportunities for Offenders - Ensuring effective and efficient security and supervision of offenders that enhances public safety while offering offenders opportunities to become law-abiding citizens.
- Protection Services for Officials, Facilities and Infrastructure – Ensuring officials and infrastructure in Alberta are safe and secure by providing security for government officials, property and operations, and by working in coordination with all levels of government and other stakeholders on counter-terrorism, intelligence and crisis management planning.
- Victims Programs and Services - Ensuring victims are treated with dignity and respect and that they receive information about programs and services, assistance during the criminal justice process, and that eligible victims promptly receive financial benefits.

The Ministry consists of the department and the following entities:

- Law Enforcement Review Board - an independent quasi-judicial body established under the Police Act. It hears appeals from citizens who have filed a complaint regarding the actions of a police officer, and are not satisfied with the disposition of their complaint.
- Victims of Crime Program Committee - appointed by the Minister to make recommendations on grant applications and to provide information with respect to programs and services that assist victims.
- Criminal Injuries Review Board - considers requests for reviews concerning decisions on applications for financial benefits under the Victims of Crime Act.
- The Alberta Gaming and Liquor Commission (AGLC) is an agent of the Government of Alberta and consists of a Board and a Corporation. The AGLC is responsible for regulating Alberta's charitable gaming activities and for conducting and managing provincial gaming activities. It also controls the manufacture, importation, sale, purchase, possession, storage, transportation, use and consumption of liquor in Alberta.
- Horse Racing Alberta Appeal Tribunal - hears appeals under the Horse Racing Alberta Act arising from ruling or directions of horse racing officials.

Please contact AGLC directly on their section.

SOLICITOR GENERAL AND PUBLIC SECURITY CONT'D

For more information on the goods and services needs of the Ministry of Solicitor General and Public Security, please contact:

Bob Camarta

Procurement Manager, Financial and Business Services Branch
Corporate Services Division
9th floor, 10365 - 97 Street
Edmonton, Alberta T5J 3W7
Phone: (780) 644-2163
Fax: (780) 427-2789
E-mail: bob.camarta@gov.ab.ca

ALBERTA GAMING AND LIQUOR COMMISSION

The Alberta Gaming and Liquor Commission (AGLC) operates under the authority of the Gaming and Liquor Act. Its structure includes a seven-member board that is appointed by the government and reports directly to the Solicitor General and Minister of Public Security. The Board approves gaming and liquor policy to ensure Alberta's gaming and liquor industries are well regulated and managed on behalf of the people of the province. Board members also conduct hearings and make decisions respecting licenses and registrations, and are responsible for any other functions assigned to it.

The AGLC's structure also includes management that directs the ongoing operations of the organization. The Chief Executive Officer of the Commission's management reports to the Board.

The core businesses of the AGLC are to:

- license and regulate liquor activities,
- license and regulate charitable gaming activities, and
- conduct and manage provincial gaming activities.

The AGLC's role – through its Board and management – is to administer the Gaming and Liquor Act and related legislation.

Primary Procurement: electronic components; janitorial supplies; computer equipment and related supplies; furniture; office machines; packaging supplies; tools; communications equipment and supplies; coin handling equipment and supplies; video lottery terminal and gaming terminal parts; courier services; armored car services; janitorial services; and, office supplies. Unique item purchases would include: video lottery terminals and slot machines.

For more information about the goods and services needs of the Alberta Gaming and Liquor Commission, please contact:

Susan Duffy

Purchasing
50 Corriveau Avenue
St. Albert, Alberta T8N 3T5
Phone: (780) 447-8727
Fax: (780) 447-8915
E-mail: susan.duffy@aglc.ca

Website: www.aglc.ca

SUSTAINABLE RESOURCE DEVELOPMENT

The Ministry of Sustainable Resource Development consists of the Department of Sustainable Resource Development; the Natural Resources Conservation Board; the Surface Rights Board; and the Land Compensation Board. The Ministry provides leadership on integrated resource policy, resource allocation, and resource stewardship and assurance. The Ministry strives to achieve balance among differing uses and advance a consensus-based approach to meet the current needs without compromising resource use by future generations. As the primary manager of public lands, the Ministry works with industry sectors, communities, and other stakeholders to provide opportunities that support prosperity. As stewards, the Ministry promotes respectful use of the province's natural resources through partnerships with resource users.

Core Businesses:

- **Lands** – integrates leading planning and management practices to develop common goals for the use of Alberta's public lands that cross multiple stakeholders and demands.
- **Forests** – ensures the multiple benefits received from the province's forests are realized by utilizing a combination of leading forest management, forest wildfire protection and forest industry practices to provide leadership and oversight in the management of Alberta's forests.
- **Fish and wildlife** – manages fish and wildlife species based on the best available science and integrated decision-making processes that generate new information for informed, future decision-making.
- **Land, Access and Compensation Boards** – the Natural Resource Conservation Board conducts independent public reviews of projects that may affect the natural resources of Alberta and also regulates new or expanding confined feeding operations. The Surface Rights Board conducts hearing when an operator and a landowner or an occupant fail to reach an agreement regarding entry or compensation related to resource activity on privately owned or occupied public lands. The Land Compensation Board is responsible for policies and procedures for situations where a landowner's property is expropriated by a public authority.

Primary Procurement: wild land fire fighting equipment, aviation fuels and lubricants, meteorological and communication equipment, all terrain vehicles, snowmobiles, mechanical and industrial parts and supplies and general office supplies. Specific commodities purchased include fire pumps, fire hose, fire fighting nozzles, fittings and adapters; water tanks, bags, and bladders; dry cell batteries; camping and kitchen supplies; fuel cans, hoses and fittings; cardboard cartons; hard hats, coveralls, gloves, face and hearing protection equipment; first aid supplies; food rations; chainsaws, axes, shovels and related parts and supplies; tents, tarps and related parts and repair services; staff uniform clothing components, and law enforcement equipment; and, general warehousing/shipping supplies and equipment.

SUSTAINABLE RESOURCE DEVELOPMENT CONT'D

For more information on the goods and services needs of the Ministry of Sustainable Resource Development, please contact:

Dan Kirkpatrick

Manager, Administration

Finance and Administration Branch

5th floor, Great West Life Building

9929 - 108 Street

Edmonton, Alberta T5K 2M4

Phone: (780) 427-0619

Fax: (780) 427-7434

E-mail: dan.kirkpatrick@gov.ab.ca

Website: www.srd.gov.ab.ca

TOURISM, PARKS AND RECREATION

Tourism, Parks and Recreation provides programs and services that make Alberta a world-class tourism destination, preserve Alberta's natural heritage and promote active, healthy lifestyles for Albertans. They include:

- promoting Alberta as an attractive tourism destination and increasing tourist visitation and expenditures.
- facilitating the development of tourism products and the tourism industry for Alberta's fourth largest economic sector.
- managing, preserving and promoting a network of provincial parks and protected areas that represents the diversity of the province's natural heritage.
- supporting participation in sport, recreation and physical activity.
- leveraging opportunities prior to, during and after the 2010 Olympic and Paralympic Games in British Columbia

The Ministry also seeks to improve infrastructure for provincial parks and recreation areas to expand capacity through capital projects.

For more information about the goods and services needs of the Ministry of Tourism, Parks, and Recreation, please contact:

Information Technology Procurement

Howard Grossman

Director Client Support Services

5th fl HSBC Building

10055 - 106 Street

Edmonton, AB

T5J 1G3

Phone: (780) 644-3974

Fax: (780) 644-1286

E-mail: howard.grossman@gov.ab.ca

Other Procurement

Steenveld, Cameron

Director Financial Planning and Reporting

6th fl Commerce Place

10155 - 102 street

Edmonton, AB

T5J 4L6

Phone: (780) 644-2714

Fax: (780) 644-5586

E-mail: cameron.steenveld@gov.ab.ca

Website: www.tpr.alberta.ca

TRANSPORTATION

The Ministry of Transportation is responsible for the development, construction and maintenance of an integrated transportation system in Alberta to facilitate the safe and efficient movement of people and products and the economic development of the province and assists in the provision of certain essential utilities which affect the daily lives of Albertans. This includes managing the planning, design, construction, rehabilitation, operation, and maintenance of provincial highways

The Ministry is also responsible for the development and rehabilitation of surface water management infrastructure and management of the environmental requirements of the ministry's water management and transportation projects.

For more information on the goods and services needs of the Ministry of Transportation, please contact:

John Engleder

Executive Director, Program Management Branch
Transportation & Civil Engineering Division (TCE)
2nd floor, Twin Atria Building
4999 - 98 Avenue
Edmonton, Alberta
T6B 2X3
Phone: (780) 644 4004
E-mail: john.engleder@gov.ab.ca

Ranjit Tharmalingam

Director of Professional Services
Program Management Branch, TCE
2nd Floor, Twin Atria Building
4999 – 98 Avenue
Edmonton, Alberta
T6B 2X3
Phone: (780) 422-7672
E-mail: ranjit.tharmalingam@gov.ab.ca

IT – RELATED PURCHASES

Ken Baine

Executive Director and CIO
Information Management Branch
3rd floor, Infrastructure Building
6950 – 113 Street
Edmonton, Alberta
T6H 5V7
Phone: (780) 644-5114
Fax: (780) 422-9193
Email: ken.baine@gov.ab.ca

Website: www.infratrans.gov.ab.ca

TREASURY BOARD

Treasury Board is responsible for providing a coordinated and disciplined approach to the management of government spending. It is also responsible for leading government's capital planning process, providing advice and analysis on planning, construction costs and capital spending. The Ministry identifies and analyzes alternative options for financing capital projects. Additional responsibilities include ensuring accounting standards and financial reporting, financial management and control policies and performance planning and reporting.

For more information about the goods and services needs of the Ministry of Treasury Board, please contact:

Lori Cresey

Senior Financial Officer

Corporate Services

4th fl Oxbridge Place

9820 - 106 Street

Edmonton, AB T5K 2J6

Phone: (780) 415-8934

Fax: (780) 422-2164 x

E-mail: lori.cresey@gov.ab.ca

Website: www.treasuryboard.gov.ab.ca