

STAFF REPORT: Finance & IT Services



REPORT TO: Council
MEETING DATE: October 28, 2013
REPORT NO.: FIT.13.54
SUBJECT: Tenders Awarded by the Tender Proposal Award Committee
PREPARED BY: Serena Wilgress, Manager of Purchasing & Risk Management

A. Recommendations

THAT Council receive Staff Report FIT.13.54 “Tenders Awarded by the Tender Proposal Award Committee” detailing the following award for information purposes:

1. Award of Proposal 2013-26-P-EPW, Engineering Assessment for Public Works within Thunderhill Development to Gamsby and Mannerow Limited in the amount of \$73,563.50 excluding HST.

B. Background

TPAC approved the Staff Recommendation of the Award of Proposal 2013-26-P-EPW, Engineering Assessment for Public Works within Thunderhill Development in accordance with the Town’s Purchasing Policies and Procedures.

The Purchasing of Goods and Services Policy POL.COR.07.05 clause 7 “Powers of the Tender/Proposal Award Committee” states:

“The Tender / Proposal Award Committee, within the parameters of this policy, are hereby authorized to make awards for Tenders from \$50,001 - \$100,000 and \$25,001 to \$100,000 for Requests for Proposals within the respective budget allocations. Awards exceeding \$100,000 shall be made by Council with a recommendation from the Tender/Proposal Award Committee.”

The Purchasing of Goods and Services Procedures FS.08.08, Schedule D “Procedures for Requests for Proposals”, clause 26 a) states:

“\$50,001 to \$100,000 – The Tender/Proposal Award Committee has the authority to award proposals based on an award recommendation of the Proposal Evaluation Committee within approved budget allocations. The Department Head and one other member of the Tender Proposal Award Committee will have signing authority on contracts that arise from this award level. An information report will be provided to Council at the next available Council meeting outlining awards made by the Tender/Proposal Award Committee.”

C. The Blue Mountains' Strategic Plan

Strategic Goal 6 - Provide a strong, well-managed municipal government.

D. Environmental Impacts

None

E. Financial Impact

Costs associated with this project will be recovered from the appropriate property owners at a time to be determined by Council. If the work stops at the end of this engineering assignment, the costs can be recovered as a user fee, however if the work continues into final design and subsequently construction, the fees from this assignment can be recovered as part of the overall project with priority lien status.

F. In Consultation With

Reg Russwurm, Director of Engineering and Public Works

G. Attached

None

Respectfully submitted,

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