

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MARCH 19, 2013
FROM:	MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	PROCUREMENT OF GOODS AND SERVICES POLICY REVISION

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions **BE TAKEN** with respect to the City of London's Procurement of Goods and Services Policy:

- a) The attached proposed By-Law, being a By-Law to amend By-Law No. A.-6151-17, **BE INTRODUCED** at the Municipal Council meeting on March 26, 2013, to revise Schedule "C" to By-Law No. A.-6151-17 being the Procurement of Goods and Services Policy, including:
- (i) the deletion of the wording "(only when the Mayor declares an emergency under the Emergency Management and Civil Protection Act)" from section 14.2;
 - (ii) the addition of a definition for EMERGENCY;
 - (iii) the addition of an exemption in Schedule B item 11.

BACKGROUND

The current Policy is very strict in the application of Emergencies as per section 14.2. Furthermore, there is no opportunity beyond \$50,000 that do not have formal competitive bids to procure Urgently required Facilities Maintenance/Repairs without the approval of the relevant Committee and City Council. Even with meetings every two weeks, this can result in a delay to remedy serious situations.

This change is recommended as the result of a recent situation at the J. Allyn Taylor Building where a roof ventilation system failed and needed urgent replacement. This change will further facilitate future situations similarly in order to allow the City Treasurer, City Engineer and City Manager the empowerment to exercise this level of authority.

This change allows flexibility for waiving the need for competitive bids in Emergency and Urgent Facility Maintenance/Repairs situations. There is still control maintained at a Senior Leadership level.

There has been a definition added to the Policy for "Emergency" in order to avoid confusion as to what exactly constitutes this situation. This is the Provincial definition.

PREPARED BY:	CONCURRED BY:
JOHN FREEMAN MANAGER, PURCHASING & SUPPLY	MIKE TURNER DEPUTY CITY TREASURER
RECOMMENDED BY:	
MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

- c: Art Zuidema
John Braam
Dave O'Brien