

# Corporation of the Town of Hawkesbury

## Recommendation to Council

N° : 2019\_REC\_36

File N°: T04-48 & E01-19

Date of meeting: May 13, 2019

Subject: Delegation of financial authority to the CAO ref.: Request for Tender E01-19-1901 & T04-48-1901

### Recommendation

Whereas the Cameron Street Reconstruction and the Clement Street Retaining Wall request for tenders will close on May 2, 2019 and May 16, 2019 respectively, and;

Whereas in order to award contracts to the preferred Contractors selected for the above referenced projects, a council resolution is required as described in the Town's procurement policy, and;

Whereas approximately three to four weeks can pass before a recommendation is presented before Council for approval following the selection of the Contractor, and;

Whereas it is necessary to award the contracts as soon as possible in, order to complete the projects in the allocated timelines, and;

Whereas only two bids for project E01-19-1901 were received on May 2, 2019, therefore resulting in an irregular result as per the procurement Policy.

Be it resolved that the Council delegates to the CAO the authority to award the contracts according to the procurement policy for the following projects and that a By-law be adopted for this purpose.

Be it also resolved that Council approves the irregular result for project E01-19-1901 since only two bids were received, as recommended in document 2019\_REC\_36:

<b>Title</b>	<b>Amount</b>
1. Cameron Street Reconstruction	\$ 2 756 936
2. Retaining wall Clement Steet	\$ 300 000

## **Explanation, history, context**

In order to ensure that the Cameron Street Reconstruction and the Clement Street Retaining Wall projects materialize before the end of the year, it is imperative that the administration can award the contracts to the selected Contractors.

### **Policy:**

The delegation by Council of powers and duties shall follow the policy No. DG-P-2008-02, which states the following:

Article 1, all delegations of Council powers, duties or functions shall be affected by By-law. Article 6, administrative matters may be generally delegated to staff subject to the conditions set out in the delegation and in this policy, and must take into account the limitations set out in the Municipal Act, 2001 as amended.

Article A, any expenditure related to the matter shall have been provided for in the current year's budget or authorized by the purchasing By-law with the exception of an enacted Emergency under the Town's Emergency Plan.

### **Options/alternatives**

1. That the Municipal Council not delegate to the CAO the authority to award contracts and that a recommendation be presented before Council for each project approval.

### **Impact on budget**

None.

### **Relevant studies**

None.

### **Supporting document**

1. Procurement policy

### **Department(s) involved**

1. Chief Administrative Officer;
2. Technical Services.

### **Submitted and recommended by**

Guillaume Boudrias, Projects Manager, Civil Engineering      May 2, 2019

### **Comments of the Chief Administrative Officer**

None.

Daniel Gatién, CAO