

Date: July 10, 1996

SUBJECT: CONTRACT AWARDS

RECOMMENDATION

THAT the General Manager be authorized to award contracts in excess of \$50,000 during the Board's summer break period from August 1 to September 6, 1996, if required, and in accordance with the conditions as outlined in this report.

BOARD POLICY

Current Purchasing Policies stipulate that all contracts in excess of \$50,000 must be awarded by the Board.

DISCUSSION

The Board's last meeting before summer break is July 29, 1996, with the next meeting scheduled for September 9, 1996. This leaves a five week period during which the administration has no authority to award contracts in excess of \$50,000. A review of the capital program indicates that there will be a requirement to award contracts during this period, including HVAC work at Trout Lake as well as the McCleery Driving Range construction. Both of these projects are weather sensitive and a delay could result in increased costs.

It is therefore, being recommended that the General Manager be given the authority to award contracts in excess of \$50,000 if the following conditions are met:

- (a) Approved funding for the project is available in the budget.
- (b) The award is given on the basis of low bid or best value as outlined in the Purchasing Policy.
- (c) Details of all such awards to be reported to the Board in September, 1996.

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