

Date: June 26, 2007



TO: Board Members – Vancouver Park Board
FROM: General Manager – Parks and Recreation
SUBJECT: Approval Process for Contract Awards during Summer Recess of the Board

RECOMMENDATION

THAT the General Manager be authorized to award contracts in excess of \$300,000 during the Board summer recess until the next scheduled Board meeting in accordance with conditions outlined in this report.

POLICY

The Board has authorized the General Manager to award specific contracts over \$300,000 during the summer recess.

DISCUSSION

A review of the capital and operating programs indicate that there will be a requirement to award a number of contracts during the Board summer recess. Delays to contract award may result in increased costs and/or delays in project completion.

It is therefore recommended that the General Manager be given the authority to award contracts in excess of \$300,000 if the following conditions are met:

- a. approved funding for the project is available in the budget; and
- b. the award is given on the basis outlined in the Purchasing Policy.

Details of all such awards will be reported to the Board in September, 2007.

SUMMARY

Delegating the General Manager to authorize award of contracts of \$300,000 and greater will allow operations to continue and projects to go ahead during the Board's 2007 summer recess.

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