



Motion

Re: Purchasing Process Review

“Whereas it is important that a regular review of processes used by the Municipality occur to ensure consistency with best practices in the public sector;

And whereas public purchasing processes can be difficult for smaller businesses who do not have dedicated staff for submitting bids and have other pressures on their business.

Now therefore administration take the following steps, and return to Council with a report outlining recommended or optional changes to Council to streamline purchasing processes and to reflect best practices of other municipalities and public sector agencies:

- 1. Produce a summary of processes that are in place, or could be added, to address submission of non-compliant bids.**
- 2. Produce helpful documentation for bidders to avoid common pitfalls that can result in non-compliant bids, to be included in tenders where any significant non-compliance has been noticed in previously released tenders.**
- 3. Provide options for Council on implementing more active contract assessment/management approaches, including costing.”**

Signed: Councillor Anthony Ceccacci

Notice Given On: March 27, 2023