

Appendix "A" to Report FCS21103(a)/PW22081 states the amendments to the City's Procurement Policy

## DEFINITIONS AND INTERPRETATION

### SECTION 3

*(Subsection to be added to the Procurement Policy)*

**"Vehicle"** means a motor vehicle, trailer, traction engine, farm tractor, roadbuilding machine or any vehicle drawn, propelled or driven by any kind of power, including muscular power."

### POLICY # 2 – Approval Authority

#### SECTION 4.2

*(Subsection to be revised in Procurement Policy)*

- (1) Any person delegated Approval Authority pursuant to this Policy # 2 shall ensure that:
  - (a) an approved budget exists for the proposed procurement;  
or
  - (b) that for the period up until October 1, 2023, the proposed procurement for a replacement Vehicle or it associated equipment is in accordance with the Capital Pre-Approval Policy, as amended through Report FCS21103(a)/PW22081.

and that such procurement does not violate any City policies or any applicable law. Any such procurement shall also satisfy any applicable audit requirements of the City.

**POLICY # 11 - Non-competitive Procurements**

**SECTION 4.11**

*(Subsection to be revised in Procurement Policy)*

- (4) (a) That for the period up until May 1, 2023, for Contracts where the Goods and/or Services have been significantly impacted by extenuating circumstances within a commodity market to the extent where it may be necessary to consider a price adjustment in the Contract for that Good and/or Service, the General Manager of the Client Department in consultation with the General Manager of Finance and Corporate Services and the Manager of Procurement:
- i) may enter into negotiations with the vendor on an existing Contract where:
    - .1 the vendor has provided evidence and the Procurement Manager has verified that the commodity market for the Good and/or Service has resulted in unprecedented price fluctuations; and
    - .2 where the timely and continuous supply of the Good and/or Service is required;
  - ii) may execute any amendment to the Contract and any ancillary documents required to give effect thereto with the vendor, in a form satisfactory to the City Solicitor.
- (b) The City's Director of Financial Services, Taxation & Corporate Controller shall be responsible to prepare an annual information report to Council on all Contracts that have been amended as per subsection (4) of this Policy #11.
- (c) Where the annual increase in costs resulting from the amendment to the Contract exceeds \$250,000, be required to submit an information update to the City Manager and to Council for their information."