



Hamilton

## **PROCUREMENT SUB-COMMITTEE**

**REPORT 22-001**

**2:00 pm**

**Monday, September 12, 2022**

**Council Chambers**

**Hamilton City Hall**

**71 Main Street West**

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**Present:** Councillors L. Ferguson (Chair), J.P. Danko (Vice-Chair), and N. Nann

**Absent:** Councillor T. Whitehead - Personal

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### **THE PROCUREMENT SUB-COMMITTEE PRESENTS REPORT 22-001 AND RESPECTFULLY RECOMMENDS:**

- 1. Amendments to the Procurement Policy and the Capital Pre-Approval Policy (FCS21103(a) / PW22081) (City Wide) (Item 10.1)**
  - (a) That staff be directed to prepare a by-Law amending By-law No. 20-205, "A By-law to Adopt and Maintain A Procurement Policy for the City of Hamilton" with the amendments to the City of Hamilton's (City) Procurement Policy as attached in Appendix "A" to Procurement Sub-Committee Report 22-001;
  - (b) That Council approve the amendment to the City's Capital Pre-Approval Policy, as attached in Appendix "B" to Procurement Sub-Committee Report 22-001; and,
  - (c) That any financing required to fund deposits or prepayment requirements resulting from the amended City's Capital Pre-Approval Policy (attached as Appendix "B" to Procurement Sub-Committee Report 22-001) be funded first from program reserve and second through an internal loan from the Unallocated Capital Reserve (#108020).

### **FOR INFORMATION:**

#### **(a) CHANGES TO THE AGENDA (Item 2)**

The Committee Clerk advised that there were no changes to the agenda.

That the agenda for the September 12, 2022 Procurement Sub-Committee meeting was approved, as presented.

**(b) DECLARATIONS OF INTEREST (Item 3)**

There were no declarations of interest.

**(c) MINUTES (Item 4)**

**(i) October 29, 2021**

That the Procurement Sub-Committee Minutes of the October 29, 2021 Meeting was approved, as presented.

**(d) DISCUSSION ITEMS (Item 10)**

**(i) Amendments to the Procurement Policy and the Capital Pre-Approval Policy (FCS21103(a) / PW22081) (City Wide) (Item 10.1) (Item 10.1)**

Councillor Ferguson relinquished the Chair to introduce the following motion:

That staff be directed to investigate methods to recognize when commodity prices fluctuate in order to capture savings for the City and report back to a future Procurement Sub-Committee meeting.

Councillor Ferguson assumed the Chair.

**(e) PRIVATE AND CONFIDENTIAL (Item 14)**

**(i) Closed Minutes – October 29, 2021 (Item 14.1)**

(a) The Closed Session Minutes of the October 29, 2021 Procurement Sub-Committee meeting, were approved as presented; and,

(b) That the Closed Session Minutes of the October 29, 2021 Procurement Sub-Committee meeting, remain confidential.

**(f) ADJOURNMENT (Item 15)**

There being no further business the Procurement Sub-committee adjourned at 2:18 p.m.

Respectfully submitted,

Lloyd Ferguson, Chair  
Procurement Sub-Committee

Angela McRae  
Legislative Coordinator  
Office of the City Clerk