

MEMORADUM

TO: Board of Directors

FROM: James Duncan, Executive Director

DATE: June 16, 2020

RE: Broader Public Sector Procurement Directive

Under the Broader Public Sector Procurement Directive, CWSDS is required to provide a report confirming that the organization has conducted its procurements following approved policies, which comply with the requirements of the Broader Public Sector Procurement Directive.

During the 2019-2020 fiscal year, CWSDS continues to participate in four purchasing groups (MGS Vendor of Record, Complete Purchasing, OECM and HealthPro) which assisted in meeting the BPS Directive for competitive pricing.

This will confirm for the fiscal year 2019-2020, CWSDS has complied with the Directive and the following was non-competitive:

Repairs and Maintenance: There were repairs and maintenance repairs that were required during the Pandemic Period and yearend. In order to have the work completed CWSDS did not use the competitive bidding process.

Personal Protective Equipment: During the Pandemic Period, CWSDS sourced PPE and purchased where supplies were available to ensure sufficient inventory required for the Health and Safety of all staff and individuals.

The Policy is posted on the main bulletin board for staff and public to view and can be found on the CWSDS website (cwsds.ca) under Business & Financials.