



BY-LAW 2012-

**A BY-LAW TO AMEND BY-LAW 2004-341
A BY-LAW TO ESTABLISH PROCUREMENT, SERVICE AND
DISPOSAL REGULATIONS AND POLICIES**

WHEREAS pursuant to section 271 of the Municipal Act, provides that Council may pass or amend for the regulation of Purchasing By-Law;

AND WHEREAS Staff continue to review its policies and procedures to ensure efficient and effective regulations are in place for procurement of goods and services throughout the Town;

AND WHEREAS Staff have identified an area to be added to the purchasing by-law which will establish a framework to allow Staff to receive and review proposals not solicited through a normal procurement process, while ensuring transparency, fairness, and openness.

NOW THEREFORE, BE IT RESOLVED that By-law No. 2004-341, a by-law to establish Procurement, Service and Disposal Regulations and Policies, be amended as follows:

1. Add the Following as "PART X: UNSOLICITED PROPOSAL":

"PART X: UNSOLICITED PROPOSAL

In the event the Town receives an Unsolicited Proposal, All inquiries regarding this Policy and all Unsolicited Proposals received by the Town shall be directed to the Town's Manager of Purchasing, who will act as the sole point of contact for Vendors.

Policy FA-PUR-0002 called Unsolicited Proposal Policy shall apply to all Unsolicited Proposals received by Town, by its employees and/or elected officials."

READ A FIRST, SECOND, AND THIRD TIME AND PASSED THIS
DAY OF _____, 2012.

KIMBERLEY KITTERINGHAM
TOWN CLERK

FRANK SCARPITTI
MAYOR