

## Legislation Text

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File #: 2019-053, Version: 1

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### **Corrective Action Plan and Procedures for Implementation of Resolution 2019-003 “Board of Directors Policy on Implementation of The Procurement Policy with Regard to Retroactive Contracts on Which Work has been Performed Without Prior Authorization”**

Agenda of: February 27, 2019

Item No.: **2019-053**

Amount: N/A

**TO:** The Honorable  
Board of Directors  
Great Lakes Water Authority

**FROM:** Sue F. McCormick  
Chief Executive Officer  
Great Lakes Water Authority

**DATE:** February 8, 2019

**RE: Corrective Action Plan and Procedures for Implementation of Resolution 2019-003 “Board of Directors Policy on Implementation of The Procurement Policy with Regard to Retroactive Contracts on Which Work has been Performed Without Prior Authorization”**

#### **MOTION**

Upon recommendation of William M. Wolfson, Chief Administrative and Compliance Officer, The Board of Directors (Board) of the Great Lakes Water Authority (GLWA), **receives and files the attached *Corrective Action Plan and Procedures for Implementation of Resolution 2019-003 “Board of Directors Policy on Implementation of The Procurement Policy with Regard to Retroactive Contracts on Which Work has been Performed Without Prior Authorization”*** ; and authorizes the CEO to take such other action as may be necessary to accomplish the intent of this vote.

#### **BACKGROUND**

At its January 23, 2019 Meeting, the Great Lakes Water Authority (GLWA) Board of Directors (Board) adopted Resolution 2019-003, a Policy regarding Retroactive Contracts on Which Work has been Performed Without Prior Authorization. That Policy provided that:

All Contracts shall be Authorized in accordance with the Procurement Policy. Except for

Emergency Procurements, Services performed with notice pursuant to the Procurement Policy, Retroactive Contracts are not Authorized under the Procurement Policy. Unless approved in accordance with the Procurement Policy, GLWA shall not be liable financially or otherwise responsible to a Vendor for any Unauthorized Services performed pursuant to a Retroactive Contract.

The policy also required that Management provide the Board a corrective action plan to address and eliminate the Unauthorized performance of Services on Retroactive Contracts and plan to conform to the Procurement Policy in that regard. The following is submitted in response to that requirement

### **JUSTIFICATION**

Pursuant to the Board's Policy adopted through Resolution 2019-003. Management is required to submit the Attached *Corrective Action Plan and Procedures for Implementation of Resolution 2019-003 "Board of Directors Policy on Implementation of The Procurement Policy with Regard to Retroactive Contracts on Which Work has been Performed Without Prior Authorization"*

### **BUDGET IMPACT**

Any expenditures associated with implementation of this Corrective Action Plan and Procedures are within the FY 2019 budgeted amounts.

### **COMMITTEE REVIEW**

This matter was reviewed by the Operations and Resources Committee at its meeting on February 13, 2019. The Operations and Resources Committee unanimously recommended that the GLWA Board receives and files the *Corrective Action Plan and Procedures for Implementation of Resolution 2019-003 "Board of Directors Policy on Implementation of The Procurement Policy with Regard to Retroactive Contracts on Which Work has been Performed Without Prior Authorization."*

### **SHARED SERVICES IMPACT**

This item does not impact the shared services agreement between GLWA and DWSD.