

## Legislation Text

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**File #:** 2022-417, **Version:** 1

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### **Proposed Procurement Policy Amendment**

**Agenda of:** October 26, 2022

**Item No.:** **2022-417**

**Amount:** N/A

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

**FROM:** Suzanne R. Coffey, P.E.  
Chief Executive Officer  
Great Lakes Water Authority

**DATE:** September 23, 2022

**RE:** **Proposed GLWA Procurement Policy Amendment**

### **MOTION**

Upon recommendation of Nicolette Bateson, Chief Financial Officer/Treasurer, the Board of Directors (Board) of the Great Lakes Water Authority (GLWA), approves the Proposed Amendment to the Procurement Policy with an immediate effective date and authorizes the Chief Executive Officer (CEO) to take such other action as may be necessary to accomplish the intent of this vote.

### **BACKGROUND**

The GLWA Procurement Policy states that “No later than five (5) years after the Board’s approval of this Policy, GLWA Administration shall conduct a comprehensive review of this Policy, report to the Board on the results of that review, and if necessary, recommend amendments or revisions to the Policy to the Board for its review and approval” (Section 1.5). Since the GLWA Procurement Policy was adopted on October 23, 2015, it has been reviewed and amended on three separate occasions to meet GLWA’s evolving procurement needs.

In addition to the comprehensive review, the GLWA Board of Directors has periodically amended the Procurement Policy to provide for administrative and other updates.

### **JUSTIFICATION**

The Procurement Policy was comprehensively reviewed in 2018. Since then, the Procurement Team has identified and drafted proposed amendments to the Procurement Policy related to administrative items that are intended to clarify, streamline, and create improvements in GLWA's procurement process.

These proposed amendments to the Procurement Policy fall into two categories.

1. Minor changes throughout the Procurement Policy for clarity.
2. Substantive changes in specific areas intended to implement improvements in the GLWA Procurement Process.

These proposed changes were reviewed and approved by the Office of the General Counsel.

A marked-up version of the GLWA Procurement Policy with proposed changes follows this Board Letter. In addition, please see **Attachment 1 - Table of Proposed Procurement Policy Amendments**.

### **FINANCIAL PLAN IMPACT**

None.

### **COMMITTEE REVIEW**

This item was presented to the Audit Committee at its meeting on September 23, 2022. The Audit Committee unanimously recommended that the Great Lakes Water Authority Board of Directors approve the Proposed Amendment to the Procurement Policy with an immediate effective date and authorizes the Chief Executive Officer (CEO) to take such other action as may be necessary to accomplish the intent of this vote.

### **SHARED SERVICES IMPACT**

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