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**TO:** Mayor and Council

**FROM:** Alyshia Neuman-Manager of Works and Operations

**DATE:** May 11, 2021

**RE:** **Lagoon Force Main Service Connection-RFP**

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**ISSUE:**

Committee of the Whole needs to review the RFP for the Lagoon Force Main Service Connection and Council needs to approve Administration to issue the RFP for the Lagoon Force Main Service Connection.

**BACKGROUND:**

In 2019 after our Main Lift Station Flood, it was found that we cannot service a portion of the Lagoon Main line due to its length without a service connection.

In accordance with the 2021 Purchasing Policy:

1.1.3. Public tendering may be used when the value of the purchase is expected to exceed \$25,000.00 and will be used for purchases over \$75,000.00, subject to the direction of Council and where detailed specifications are available, permitting the evaluation of bids against clearly stated criteria and specifications.

1.1.6. Requests for Proposals (RFPs) may be used for the procurement of goods, services, and works when, in the opinion of the Town, the above competitive bidding practices are not practical or advantageous to the Town.

**ALTERNATIVES:**

- 1) Council can authorize Administration to issue RFP for Lagoon Main Service Connections.
- 2) Council can deny the request to issue the RFP.

**FINANCIAL IMPLICATIONS:**

The amount needed for a Lagoon Service Connection was budgeted for in the 2021 Budget. Submissions of proposals are needed to provide more information on financial implications.

**ANALYSIS:**

Please provide a closing date for the RFP and Administration will add this in the RFP.

**ADMINISTRATIVE RECOMMENDATION(S):**

“THAT Council allow Administration to post the RFP for Lagoon Force Main Service Connection.”

**ATTACHMENTS:**

RFP- Lagoon Force Main Service Connection

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