

Re: Item No. 11.1.3

**HALIFAX**

# Procurement Policy

**Proposed Amendments - Procurement Policy  
Administrative Order 2020-004-ADM**

2020-07-07

# Goals

- Accountability
- Accessibility
- Transparency
- Integrity
- Social Procurement
- Efficiency
- Red Tape Reduction

# Reasons for Change

- Alignment to international treaties CETA and CFTA
- Streamline the policy to focus on authority, trade agreements and legislation
- Include Social Procurement Criteria
- Enable more efficient procurement strategies
- Gather and consider feedback from internal and external stakeholders

# Definitions

- Housekeeping measures in line with common Procurement language, including common definitions of Buying Groups, Best Value and Notice of Intended Procurement
- Alternative Procurement replaces Sole Source, Emergency and Exceptional Circumstances
- Clear definitions will enable Procurement to support other policies of Council
- Added a standard public sector definition of Best Value to enable Social Procurement as described in the Policy

# Best Value

- Best Value includes price, technical capabilities (if scored) and social value (if scored)
- Allows evaluation of proposals on more than just cost, it includes quality and other factors
- Must be described in full in the bid documents (RFPs, Quotes and Tenders) when low price is not the only evaluated criteria
- Method of determining Best Value cannot be redefined after closing.

# Social Procurement

- Builds on Council's Social Policy Framework
- Achieving Social Value
  - Evaluation of social value criteria in bid documents where appropriate and disclosed
  - Alternative Procurement (Sole Source) to Charities and Not-For-Profits when permitted by Policy and Trade Agreements
  - Invitational Procurement to Diverse Employers, Social Enterprise and Small to Medium Enterprise
- Standard Social Value Considerations may include -
  - Employment
  - Skills Development and Training
  - Social Value Supply Chain
  - Community Development – including diversity
  - Environmental Impact

# Authority

- Awards over \$1.250 million approved by Regional Council (no change from current policy)
- More clearly describes the responsibilities of the CAO, Business Units and the Procurement Section
- CAO authority is not changed from current policy
- Directors and Managers can delegate authority to project managers (employees) for efficiency

# Procurement Methods

- “Alternative Procurement” methods replace current terms such as Sole Source, Exceptional Circumstances and Emergency Circumstances to correspond with Trade Agreements
- Allows the use of both Public and Privately-run Public Sector buying groups
- Enables a more strategic approach, including a more robust use of limited tendering (rosters).



# Evaluating Bids and Awards

- More clearly describes HRM's view of Best Value
- Enables the use of external Fairness Monitors for high value/high risk projects
- Maintains current authority value limits for Competitive Procurement
- Reflects the change in terminology for Alternative Procurement including Emergency/Urgent Circumstances
- Describes award publishing requirements per CFTA and CETA

# Supplier Performance

- Allows the Procurement Manager, in consultation with Business Unit Directors and Legal Services, to disqualify entities from bidding as the result of certain considerations, including performance and legal risks.
- Allows Contractors and Bidders to submit challenges and resolve disputes per the NS Procurement Act

# Surplus and Facilities

- Disposal of Surplus is not included in the new Procurement Policy
- A separate Policy has been developed for the Disposal of Surplus Assets and is subject to Council approval.
- Acquisition and Disposal of Facilities are no longer included in the Procurement Policy
- Real Property is constrained by Administrative Order 2018-004-ADM

# Thank You

- Questions?