

Phone: (519)255-6211

**CITY HALL
WINDSOR, ONTARIO
N9A 6S1**

Fax: (519)255-6868

E-mail: clerks@citywindsor.ca

WEBSITE: www.citywindsor.ca

CAO APPROVAL

The Acting Chief Administrative Officer approved the following recommendation:

Report Number: CAOP 89/2023

Approved: Thursday, July 6, 2023

- I. THAT the CAO **APPROVE** the award of Tender 53-23; and,
- II. THAT the CAO and City Clerk **EXECUTE** an agreement with Adine Builders Limited, for renovations at 350 City Hall Square West for the Economic Development & Innovation Department offices, to an upset limit of \$601,500.00 (excluding HST); in accordance with the requirements of Tender 53-23, satisfactory in legal form to the Commissioner, Legal & Legislative Services, in financial content to the Commissioner, Corporate Services / Chief Financial Officer / City Treasurer, and in technical content to the Executive Director of Engineering and the Commissioner, Economic Development and Innovation; and,
- III. THAT the CAO **PRE-APPROVE** and **AUTHORIZE** Administration to use available funds within the project budget for any amendment(s) or change requirement(s)/directive(s) and additional documents relating to executed agreement(s), pursuant to the Purchasing By-Law 93-2012 and amendments thereto, satisfactory in legal form to the Commissioner, Legal & Legislative Services, in financial content to the Commissioner of Corporate Services CFO/City Treasurer, and in technical content to the Executive Director of Engineering and Commissioner, Economic Development and Innovation.
- IV. **THAT** the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders for any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to Commissioner, Corporate Services/Chief Financial Officer, and in technical content to the Executive Director of Engineering and Commissioner, Economic Development and Innovation.

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- V. **THAT** Administration **BE AUTHORIZED** to issue any change order(s) for any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to Commissioner, Corporate Services/Chief Financial Officer, and in technical content to the Executive Director of Engineering and Commissioner, Economic Development and Innovation.

Report Number: CAOP 89/2023
Clerk's File: SW/14610

Anna Ciacelli

Deputy City Clerk
July 7, 2023

Department Distribution

Title
Project Coordinator, Corporate Projects
Financial Planning Administrator
Purchasing Manager
Manager of Corporate Projects
Executive Director of Engineering / Deputy City Engineer
Commissioner, Infrastructure Services
Commissioner, Economic Development & Innovation
Commissioner, Legal & Legislative Services
Commissioner, Corporate Services CFO/City Treasurer
Acting Chief Administrative Officer