



DATE: April 17, 2024
TO: Chair and Members of the Board
FROM: Tony Del Monaco, Director, Finance and Facilities
SUBJECT: **Procurement Policy (First Review) - TD**

RECOMMENDATION:

That the Hamilton Public Library Board receive the Procurement Policy for review and feedback.

BACKGROUND:

Unless an exception is approved by the Library Board, Library Staff follow the City of Hamilton's Procurement Policy. HPL's Procurement Policy summarizes the City's policy for HPL.

Over the years, in the best interests of the Library, the Library Board has approved various vendors of record for reasons such as to ensure compatibility of equipment and to obtain a consistent look and feel at our branches. Attached as Appendix 1 is a list of prior motions relating to Board-approved vendors of record.

This report is being brought to the Board for first review this month and will be brought back to the Board next month for policy approval and re-affirmation of the vendors of record.

ATTACHMENTS:

24-04 Procurement Policy_Board Level_1st Review.pdf
Appendix 1 - Board Approved Vendors of Record.pdf