



Minutes of Executive Committee

Meeting	Special Executive Committee		
Date	December 19, 2019	Time	1:30 p.m.
Meeting Room	Charles Bancroft Room	Meeting Duration	12 min
Meeting Chairman	Trustee, Ms. M. Jennings	Report Author	Me N. Lauzière

Administrators Present			
Matheson, A. M.	X	Raccio, V.	X
Duhême, B.	X		
Alfonsi, E.	X		
Lauzière, N.	X		
Nickoletopoulos, P.	X		
Lacroix-Maillette, N.	X		
Cardin, M.	X		
Drouin, M.-C.	X		
Léveillé, S.	X		
Nassivera, L.	X		

Item	Description
1.	<p><u>Proper Notice of the Meeting</u></p> <p>It was noted that the notice calling this special meeting had been forwarded by the Secretary General to the Trustee and to all Members of the Management team via email.</p>
2.	<p><u>Approval of Agenda</u></p> <p>IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED that the agenda be approved as presented.</p> <p>Adopted</p> <p style="text-align: right;"><u>Resolution #E19-12-19-2</u></p>



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3	<p><u>Adoption of Minutes of the Meeting held on November 28, 2019</u></p> <p>IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED THAT the Minutes of the Special Executive Committee Meeting held on November 28, 2019 be approved as presented.</p> <p>Adopted</p> <p style="text-align: right;"><u>Resolution #E19-12-19-3</u></p>
4.	<p><u>Business Arising Out of Minutes</u></p> <p>None</p>
5.	<p><u>Awarding of Contract</u></p> <p><u>5.1 P-1818 – Westmount Park School – Interior Renovation (Lot 2 – Reconstruction) Project</u></p> <p>WHEREAS the Material Resource Department proceeded with a public call to tender at Westmount Park School for the Interior Renovation (Lot 2 – Reconstruction) Project;</p> <p>WHEREAS the Material Resources Department has received two sealed bids on the closing date, and the bids received were opened at the appointed time;</p> <p>WHEREAS the timeline to complete the job is no later than March 11, 2021;</p> <p>WHEREAS the architect analyzed the bids and recommended that the contract be awarded to the lowest conforming bidder;</p> <p>WHEREAS the Director of Material Resource Department supports the recommendation;</p> <p>WHEREAS pursuant to By-Law No. 10 delegation of powers, Article 5, the awarding of a construction contract in excess of \$250,000 is subject to the approval of the Trustee;</p> <p>IT WAS MOVED BY THE TRUSTEE MS. M. JENNINGS, AND RESOLVED THAT the contract for the Interior Renovation (Lot 2 – Reconstruction) Project in the Westmount Park School be awarded to K.F. Construction Inc., the lowest conforming bidder in the amount of \$13,877,777.00 before taxes and (\$15,955,974.11 with taxes);</p> <p>IT WAS FURTHER RESOLVED THAT the Director General or an Assistant Director General be authorized to sign the pertinent documents on behalf of the Board.</p> <p>Adopted</p> <p style="text-align: right;"><u>Resolution #E19-12-19-5.1</u></p>



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Ms. Jennings states that it is really appreciated that point number four in the table of Héloïse Thibodeau Architecte Inc., is noted. There were only two bids that were received, as many of the contractors refused to submit any bids because of the Trusteeship. To add, in today's market it is hard to find contractors because there are major increases in costs. Ms. Jennings also states that a letter would help to inform such companies that the Trusteeship will not affect the companies and that their work will be paid for.

6. Other Business

None

7. Adjournment

IT WAS MOVED BY THE TRUSTEE, MS. M. JENNINGS, AND RESOLVED to adjourn the meeting at 1:42p.m.

Adopted

Resolution #E19-12-19-7

Ms. Marlene Jennings, Trustee

Me Nathalie Lauzière, Secretary General