

COR/2016/02942

**INFORMATION CIRCULAR**

**To: All Municipalities, Local Service Districts, Engineering Consultants, Regional Service Boards and Inuit Community Governments**

**Re: Tendering Services provided by Tendering and Contracts, Engineering Support and Services Division**

**Date: September 2, 2016**

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This is to provide clarification on the accepted use of tendering and advertising services provided by the Engineering Support and Services Division (the 'Tendering Division').

Please be advised that projects approved under the Gas Tax Program are not currently eligible to receive these services from the Tendering Division and therefore owners will have to make other arrangements for tendering and advertising.

Owners with funding approved under the Municipal Capital Works Program, Multi-Year Capital Works Program, Special Assistance Grants, Nunatsiavut Government Funded Projects, and other funding programs as approved are required to continue to work with the Tendering Division for provision of tendering and advertising services.

In circumstances where owners are using Gas Tax funding to contribute to their share of a Municipal Capital Works project then the Tendering Division shall still be used.

Questions regarding this circular can be directed to the following staff:

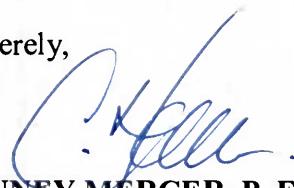
- Eastern Regional Office – Mr. Inayat Rehman, P.Eng.
- Central Regional Office – Mr. Jim Harty, P. Eng.
- Western Regional Office – Mr. Chris Power, P. Eng.
- Labrador Regional Office – Mr. Mike Hynes, P. Eng.

Contact information for your respective region is listed below:

<p>Mr. Inayat Rehman, P. Eng., Regional Engineer <b>Eastern Regional Office</b> Department of Municipal Affairs P.O. Box 8700 St. John's, NL A1B 4J6 Phone: 709-729-5337</p>	<p>Mr. Jim Harty, P. Eng. Regional Engineer <b>Central Regional Office</b> Department of Municipal Affairs 260 Airport Blvd Gander, NL A1V 1L7 Phone: 709-256-1061</p>
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<p>Mr. Chris Power, P. Eng., Regional Engineer <b>Western Regional Office</b> Department of Municipal Affairs 6th Floor, Sir Richard Squires Building Corner Brook, NL A2H 6J8 Phone: 709-637-2491</p>	<p>Mr. Mike Hynes, P. Eng., Regional Engineer <b>Labrador Regional Office</b> Department of Municipal Affairs P.O. Box 3014, Station B Goose Bay, NL AOP 1E0 Phone: 709-896-2941</p>
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Sincerely,



**CLUNNEY MERCER, P. Eng.**  
Assistant Deputy Minister  
Municipal Infrastructure and Engineering Branch

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cc: Regional Directors  
cc: Regional Managers  
cc: Regional Engineers