

November 13, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: Awarding Tender 15-OF-17 – Supply of New Municipal (Sidewalk) Tractor c/w Snowblower & Boom Flail Mower Attachments - O & F Division Operations**

As you are aware the approved 2015 capital budget included the purchase of one new sidewalk machine c/w sidewalk size snowblower & Boom Flail Mower attachments where the original budget was forecasted at \$120,000.00

The tender documents and specifications were developed to be generic in nature to ensure the two main municipal sidewalk tractor manufacturers (Hodder & Trackless) could meet the specifications and that the Town could select the low tender.

Please find attached an administration report prepared by Milt Strachan, Transportation Superintendent outlining the results of the tender received & pertinent information on the new sidewalk tractor.

In accordance with the Town's procurement policy, Administration has an obligation to point out to Council any tender irregularities. The tender submitted by Joe Johnson Equipment meets all the specifications outlined in the tender documents. See attached pictures of the trackless MT6 Municipal Tractor c/w snowblower & boom flail mower attachments.

The net cost of the new sidewalk machine is \$155,659.71 where there is a budget shortfall of \$35,659.71. It is recommended that this budget shortfall be financed through either a 2015 capital budget surplus or taken out of the corporate vehicles/equipment reserve funds during the 2015 year-end budget process. The new tractor will be delivered within 45 to 90 days once the tender is awarded.

The Operations & Facilities Executive committee recommends the following;

- 1) That one MT6 Municipal Tractor in compliance with the tender documents 15-OF-17 be awarded to Joe Johnson Equipment Inc. at a total cost of \$172,853.25 (all taxes included).
- 2) That the budget shortfall of \$35,659.71 will be financed through either a 2015 capital budget surplus or taken out of the corporate

vehicles/equipment reserve funds during the 2015 year-end budget process.

Respectfully Submitted  
Operations & Facilities Division

A handwritten signature in black ink that reads "Doug Brown". The script is cursive and fluid.

Doug Brown, P. Eng.  
Operations and Facilities Manager

**Council approval of this report will ensure the following;**

1. That one MT6 Municipal Tractor in compliance with the tender documents 15-OF-17 be awarded to Joe Johnson Equipment Inc. at a total cost of \$172,853.25 (all taxes included).
2. That the budget shortfall of \$35,659.71 will be financed through either a 2015 capital budget surplus or taken out of the corporate vehicles/equipment reserve funds during the 2015 year-end budget process.

2015NovemberMunicipalTractor

November 13, 2015

Report To: Doug Brown, Manager of Operations and Facilities

From: Milt Strachan, Transportation Superintendent

**SUBJECT: Tender No. 15-OF-17 – New Municipal/Parks Tractor with 51 Inch Snow Blower and 51 Inch Boom Flail**

There was only one bid received, from Joe Johnson Equipment Inc. at a price of \$152,967.48 plus HST of \$19,885.77 for a total of \$172,853.25. This piece of equipment meets all of the specifications in the Tender package.

The Boom Mower attachment will give us the ability to do the roadside cutting that is presently contracted out at a cost of approximately \$8,000.00 per summer. I think that it would improve the quality of the roadside cutting and give us flexibility to do the cuts when we want as opposed to waiting for the availability of the contractor.

It is my recommendation that the Town of Fort Frances purchase the Municipal Parks/Tractor with 51 Inch Snow Blower and 51 Inch Boom Flail from Joe Johnson Equipment Inc. at the tendered price.

Sincerely,

Milt Strachan  
Transportation Superintendent