

October 1<sup>st</sup>, 2014

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: Fort Frances Airport - Awarding Tender 14-OF-10 – Supply and Installation of Electronic Runway Condition Reporting System**



Please find attached a report prepared by Tom Batiuk, Airport Supervisor outlining all the pertinent information in regards to the tender bids received. This new equipment will replace the existing runway friction testing equipment set up in the airport ½ ton truck. Transport Canada has agreed to contribute 100% of the cost to have the equipment installed and provide staff training on how to utilize the new equipment. The Town executed the TC contribution agreement for this equipment in early July of this year.

The O & F executive committee recommends the following;

- 1) That the Runway Condition reporting system outlined in accordance with tender documents 14-OF-10 be awarded to Tradewind Scientific Ltd. at a cost of \$27,967.50 HST included.
- 2) That the runway condition reporting system be installed prior to the 2014-15 winter control season.

Respectfully Submitted  
Operations & Facilities Division

*Doug Brown*

Doug Brown, P. Eng.  
Operations and Facilities Manager

RECOMMENDED

OCT 08 2014  
DIV. MNG. *Doug Brown*

EXECUTIVE COMMITTEE

*R. W. [Signature]*

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

- 1) That the Runway Condition reporting system outlined in accordance with tender documents 14-OF-10 be awarded to Tradewind Scientific Ltd. at a cost of \$27,967.50 HST included.
- 2) That the runway condition reporting system be installed prior to the 2014-15 winter control season.

September 29, 2014

Report To: Doug Brown, Manager of Operations & Facilities

From: Tom Batiuk, Airport Supervisor

**SUBJECT: Tender 14-OF-10 - Supply of Runway Condition Reporting Equipment**

As you are aware the approved 2014 capital budget included the purchase of one (1) Runway Condition Reporting system that was to be installed into the airport half ton with supporting equipment located in the airport operations office. The approved 2014 budget was set at \$36,172.00. Tender packages were emailed on August 20<sup>th</sup>, 2014 to the two vendors that are offering qualified systems. The tender call was also advertised in the Fort Frances Times with the tender closing on Tuesday September 16<sup>th</sup>, 2014 at 2:00 p.m. The tender documents and specifications were developed based on the contribution agreement and specifications set out in a generic specification from Transport Canada.

There were 2 tenders submitted from the 2 different suppliers for the Runway Condition reporting system. Both tenders were received on time with the guidelines laid out in tender package. These tenders also met the contribution agreement that was set with Transport Canada.

The Airport Supervisor recommends the following;

- 1) That the one (1) Runway Condition reporting system be awarded to Tradewind Scientific Ltd at the cost of \$27,967.50 HST Included. This will include onsite installation and training for all the airport staff. Their tender met all the requirements at the lowest total cost to Transport Canada as laid out in the contribution agreement that was set on July 21<sup>st</sup> 2014.

Respectfully Submitted  
Airport Operations

A handwritten signature in black ink, appearing to be 'Tom Batiuk', written over a horizontal line.

Tom Batiuk  
Airport Supervisor

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

1) That the one (1) Runway Condition reporting system be awarded to Tradewind Scientific Ltd at the cost of \$27,967.50 HST included. This will include onsite installation and training for all the airport staff. Their tender met all the requirements at the lowest total cost to Transport Canada as laid out in the contribution agreement that was set on July 21<sup>st</sup> 2014.