



## **STAFF REPORT TO COUNCIL**

**Report No: PW 2021-01**

**January 11, 2021**

From: Dean McDonald, Acting Director of Public Works

RE: Award of Tender 2020-09 – Purchase of a Sidewalk Tractor

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### **Recommended Motion:**

THAT Council receives report PW 2021-01, Award of Tender 2020-09 – Purchase of a Sidewalk Tractor,

AND THAT Council authorizes the Acting Director of Public Works to execute the purchase of a sidewalk tractor with all specified attachments, including the provisional item of a rotary broom, from Holder Tractors Inc. for a total amount of \$140,804.11 excluding HST.

### **Background / Analysis:**

The sidewalk tractor is an important part of the Township's fleet as it is responsible for cleaning the sidewalks during winter maintenance. Staff had the opportunity to demo machines in late December before the tender closed.

Staff issued a tender for a sidewalk tractor with attachments including the provisional item of a rotary broom. The tender resulted in four bidders responding as indicated below. It is the recommendation by staff that the rotary broom, which was included as a provisional item, be included in the purchase of the sidewalk tractor. The rotary broom will allow the sidewalk tractor to be more versatile. The rotary broom will be used in the winter months for light slow maintenance as well as during spring cleanup to sweep the sidewalks.

### **Alternatives:**

N/A

### **Financial Implications:**

The Township allocated funds in the 2021 budget for the replacement of a sidewalk tractor. Council pre-approved the 2021 budget line item for a new sidewalk tractor in 2020. This was necessary to allow staff to procure the item earlier in the year in hopes to be able to use the

machine for winter maintenance during the 2020-2021 season. The Township allocated \$215,735.00 for the purchase of a new sidewalk tractor. All four bids received were under budget.

<b>Company</b>	<b>Sidewalk Tractor and Attachments (excluding HST)</b>	<b>Provisional Item – Rotary Broom (excluding HST)</b>	<b>Total Price (excluding HST)</b>
Holder Tractors Inc.	\$127,974.11	\$12,830.00	\$140,804.11
Cubex Ltd.	\$150,525.74	\$12,633.00	\$163,158.74
Joe Johnson Equipment	\$154,175.00	\$12,105.00	\$166,280.00
Sontrac Equipment	\$169,900.00	\$8,700.00	\$178,600.00

Staff recommends that Council proceed with the purchase of the sidewalk tractor, attachments, and provisional item from Holder Tractors Inc. as they are the lowest bidder. The total price of the sidewalk tractor is significantly under budget, even when including the provisional item.

**Attachments & Relevant Legislation:**

N/A

**Others Consulted:**

Michel Cuerrier, Manager of Transportation

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk