



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Shane Timmermans, Manager of Transportation Services**
Date: February 22 2022
Report: TSD.22.06
Subject: Tender Results for Replacement of Roadside Mower Unit #130

Recommendations:

That South Huron Council receive the report from Shane Timmermans Manager of Transportation Services RE: Tender Results for Replacement of Roadside Mower Unit #130 AND;

That South Huron Council accept the tender received from Hyde Brothers Farm Equipment Limited and authorize the award of a contract for the supply of one new roadside mower in the amount of \$13,334.00 (including HST).

Purpose:

The purpose of this report is to notify Council of the results of the tender and to recommend award of a contract to the low bidder.

Background and Analysis:

The tender for the supply of the Roadside Mower was advertised on the Bids & Tenders on January 10, 2022.

Tenders closed on February 9, 2022 at 2:00pm and two (2) tenders were received by the Municipality. This was a fully digital tender and the tender

opening was virtual via Zoom and was recorded for transparency. The tender files were opened by Maggie McBride, Financial Services Officer as witnessed by Mayor George Finch, Shane Timmermans, Manager of Transportation Services and Don Giberson, General Manager of Infrastructure and Development.

The following is the tender results:

Tenders Received					
	Bidder	Make	Tendered Price (excluding HST)	HST	Total Price
1	Hyde Brothers Farm Equipment Limited	Kubota	\$11,800.00	\$1,534.00	\$13,334.00
2	Delta Power Equipment	New Holland	\$16,500.00	\$2,145.00	\$18,645.00

The tenders were checked and found to be complete and in conformance with the specifications.

Operational Considerations:

No alternatives were considered.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process. The recommendations and actions outlined in this report are reflective of the following strategic objectives:

- ✓ Administrative Efficiency and Fiscal Responsibility
- ✓ Increased Communications and Municipal Leadership
- ✓ Transparent, Accountable and Collaborative Governance
- ✓ Dedicated Economic Development Effort

Financial Impact:

The cost associated with the supply of the Roadside Mower was included in the approved 2022 Capital Budget.

A financial analysis of the tender received from the low bidder was carried out and is summarized as follows:

FINANCIAL ANALYSIS SUMMARY	
	Total
Supply of Roadside Mower	\$11,800.00
Non-recoverable HST	<u>\$207.68</u>
TOTAL	\$12,007.68
Approved 2022 Budget	<u>\$20,000.00</u>
	\$20,000.00
Net Difference Approved Budget vs Tender	\$7,992.32

The total cost, including non-recoverable HST, is within the total amount in the approved Capital Budget.

Legal Impact:

There are no legal implications for the Corporation resulting from the proposed recommendation.

Staffing Impact:

There are no staffing implications for the Corporation resulting from the proposed recommendation.

Communication Actions:

Tender notice was posted on the Municipal Web Site and in the HUB. Unofficial tender results were posted on Bids&tenders. Contract award will be communicated to the public through the publishing of the Council Minutes.

Policies/Legislation:

1. Approved 2022 Capital Budget
2. Procurement By-Law #09-2021
3. South Huron Asset Management Plan

Consultation:

Don Giberson, General Manager of Infrastructure and Development and Sandy Becker, General Manager of Financial Services were consulted as part of the tender review and preparation of this report.

Related Documents:

None

Respectfully submitted,

Shane Timmermans, Manager of Transportation Services