



## **Staff Report**

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**To:** Dan Best, Chief Administrative Officer

**From:** Jo-Anne Fields, Community Services Manager

**Date:** June 19, 2017

**Report:** CSD.17.09

**Subject:** Self-propelled Lawn Mower Tender Results – SH-17-RS-02

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### **Recommendation:**

**That** South Huron Council receives the report from Jo-Anne Fields, Community Services Manager re: Self-propelled mower Tender Results – SH-17-RS-01;

**And that** Council accepts the Request for Tender to purchase a self-propelled mower, as submitted by Delta Power Equipment, Mitchell, in the amount of \$30,254.62 including HST.

### **Background and Analysis:**

This is a carry-over capital item from the 2016 capital budget. Throughout the summer months in 2016, options were explored, however through our efforts, we were unable to secure a machine that suited our needs and remained within the 2016 budget amount.

Staff increased the previous 2016 budgeted amount to enable purchase of a unit with the proper specifications that meet Community Service Department needs.

## Self-propelled lawn mower Tender Results – SH-17-RS-02

The self-propelled unit is designed to cut large areas of open space and playing fields.

The request for tender closed on Wednesday, May 31, 2017 at 1:00 pm. One (1) proposal was received and opened by Deputy Mayor Frayne, Sandy Becker and Jo-Anne Fields. Tender received was complete and accurate. The following are the results of the tender.

| <b>Contractor</b>     | <b>Price<br/>(Excluding<br/>HST)</b> | <b>HST</b> | <b>Total Cost<br/>(Including<br/>HST)</b> |
|-----------------------|--------------------------------------|------------|---|
| Delta Power Equipment | 26,774.00                            | 3,480.62   | 30,254.62                                 |

**The only proposal received was by Delta Power Equipment in the amount of \$30,254.62, including HST.**

### **South Huron's Strategic Plan:**

#### 6.1.1.1 Strategic Vision Goals

- Ensuring the condition of municipal infrastructure is maintained and planned for

### **Financial Impact:**

This project was approved in the 2017 capital budget in the amount of \$30,000.00 including HST.

|                               |                    |
|-------------------------------|--------------------|
| Contract Price (Prior to HST) | \$26,774.00        |
| Non-Recoverable HST           | \$471.22           |
| <b>TOTAL</b>                  | <b>\$27,245.22</b> |
| 2017 Capital Budget           | \$30,000.00        |
| Net Difference                | \$2,754.78         |

**The total cost of the contract including non-recoverable HST is within the amount approved in the 2017 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.

**Policies/Legislation:**

No policies, by-laws and or legislation associated with this report.

**Consultation:**

Chief Administrative Officer – Consulted with the CAO to review report.

Financial Services Manager/Treasurer – Consulted with the Financial Services Manager/Treasurer to review and comment on report.

**Attachments:**

- N/A

Respectfully submitted,



Jo-Anne Fields  
Community Services Manager

I concur with this report.

Dan Best MPA, BA  
Chief Administrative Officer