



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Paul Lagrandeur

Position: Director of Public Works

Title / Subject: Tender B2024-PW-03 Three Quarter ton truck

Date of Report: April 1, 2024

Date of Meeting: April 8, 2024

Report No: 2024-OP-002

1.0 Issue / Origin

This report outlines the results of Tender B2024-PW-03 for the purchase of a new three-quarter ton truck to replace an older truck that has met its life expectancy.

2.0 Background

The 2024 Capital Budget included funding of \$90,000 for the purchase of a new (replacement) three-quarter ton truck. The tender for this vehicle was prepared by staff and distributed to twelve (12) dealers and posted on the Township website. The closing date of the tender was 2:00 pm Wednesday March 20th, 2024. The Director of Public Works, Public Works Coordinator and Director of Finance opened the tenders shortly after the closing date/time.

3.0 Analysis The tender results are itemized below:

NO.	BIDDER	Amount (excluding HST)
1.	Blue Mountain Chrysler	\$85,131.00
2.	Finch Chevrolet, London	\$69,246.50

The tenders were reviewed by the Director of Public Works and were found to generally satisfy the requirements set out in the tender documents. The bid provided by Finch Chevrolet, London was the low bid and was determined to meet tender requirements.

4.0 Related Policies / Procedures

N/A

5.0 Financial / Budget Assessment

The 2024 Capital Budget includes \$90,000.00 for the purchase of a new three-quarter ton truck, funded by the Capital Fleet Reserve.

The low bid submitted by Finch Chevrolet, London is below the budgeted amount and satisfies requirements set out in the tender document.

5.1 Asset Management

As this asset will be used on a daily basis, it will need to be replaced in the future in accordance with our Asset Management Policy and will be included in the Township's long term asset management financing strategy.

6.0 Climate Change Impacts

N/A

7.0 Communications

N/A

8.0 Conclusion

On the basis of the foregoing review, staff recommend the award of the tender to Finch Chevrolet, London as the tender submitted meets the specifications outlined in the tender.

9.0 Recommendation

On the basis of the foregoing review, it is recommended;

That staff report 2024-OP-002, Tender B2024-PW-03 Three quarter ton truck be received;

AND THAT staff be authorized to proceed with the recommendation of awarding the tender to Finch Chevrolet, London in the amount of \$69,246.50 plus HST; and

THAT the entire purchase of \$69,246.50 (plus non refundable HST) be withdrawn from the Capital Fleet Reserve Fund.