



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 B2023-PW-024- One Ton Truck

Date of Report: April 1, 2024

Date of Meeting: April 8, 2024

Report No: 2024-OP-004

1.0 Issue / Origin

This report outlines the results of Tender B2023-PW-024 One Ton Truck for the purchase of a new One ton truck to replace an older truck that has met its life expectancy.

2.0 Background

The 2023 Capital Budget included a new One Ton Truck. The tender for this vehicle was prepared by staff and distributed to fifteen (15) dealers and posted on the Municipal website. The closing date of the tender was 2:00 pm Thursday November 2nd, 2023. The Director of Public Works, Public Works Coordinator and Director of Finance opened the tenders shortly after closing date/time.

3.0 Analysis

The tender results are itemized in the table below:

No.	Bidder	Amount Excluding (HST)
1.	Williamson Uxbridge	\$92,639.72
2.	Fraiser Auto Group	\$90,572.78
3.	Polito Ford	\$93,642.81
4.	Jim Wilson Chevrolet Buick, Orillia	\$89,500.00
5.	Finch Chevrolet Cadillac Buick GMC	\$94,491.50

The tenders were reviewed by the Director of Public Works and bids received from Wilson and Williamson were disqualified as they did not meet specifications required in the tender documents. The bid provided by Frasier Auto Group is the low bid and was determined to meet tender documents. As time was taken to determine Jim Wilson bid submission disqualified, Frasier Auto Group submission had passed its time and \$900.00 plus HST was needed for aluminum increases to add to their submission.

4.0 Related Policies / Procedures

5.0 Financial / Budget Assessment

The 2023 Capital Budget includes \$120,000.00 for the purchase of a new one ton truck, funded by the Capital Reserve Fund- Works equipment replacement.

The new low bid submitted by Frasier Auto Group 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 Asset Management Policy and will be included in the Township's long term asset management financing strategy.

6.0 Climate Change Impacts

7.0 Communications

8.0 Conclusion

On the basis of the foregoing review, staff recommend the award of the tender to Frasier Auto Group as the tender meets specifications outlined in the tender.

9.0 Recommendation

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

THAT staff report 2024-OP-004, Tender B2023-PW-024-One Ton Truck be received;

AND THAT staff be authorized to proceed with the recommendation of awarding the tender to Fraiser Auto Group in the amount of \$91,472.78 plus HST; and

THAT the entire purchase of \$91,472.78 (plus non refundable HST) be withdrawn from the Capital Reserve Funds – Works equipment replacement.