



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: Supply and Delivery of One Self Propelled Ice Resurfacing Unit

Date of Report: September 6, 2022

Date of Meeting: September 12, 2022

Report No: 2022-CO-024

1.0 Issue / Origin

2.0 Background The 2022 Capital Budget included \$100,000. For a new Self Propelled Ice Resurfacing Unit. The tender for this equipment was prepared by staff and distributed to two (2) dealers and posted on the municipal website. The closing date of the tender was 2:00 pm Friday September 2, 2022. The Treasurer and the Director of Public Works opened the tenders shortly after the closing date/time.

3.0 Analysis The tender results are itemized in the table below:

BIDDER	SUB TOTAL (excluding HST)
Olympia	\$88,990.00
Zamboni	\$93,615.00

The tender results 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 Olympia was the low bid and was determined to meet the requirements.

4.0 Related Policies / Procedures

5.0 Financial / Budget Assessment The 2022 Capital Budget includes \$100,000 for the purchase of a new Self Propelled Ice Resurfacing Unit. The low bid submitted by Olympia is within the budgeted amount and satisfies requirements set out in the tender document.

	Funding (HST net of rebate – 1.76%	Award (HST – 13%)
Pre-tax	\$88,990.00	\$ 88,990.00
HST	1,566.22	11,568.70
Amount including HST	\$90,556.22	\$100,558.70
Budget	\$100,000.00	

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 Olympia as the tender submitted meets specifications outlined in the tender.

9.0 Recommendation

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

That staff report 2022-CO-024, Tender B2022-PW-16 – Supply and Delivery of One Propelled Ice Resurfacing Unit be received;

AND THAT staff be authorized to proceed with the recommendation of awarding the tender to Olympia in the amount of \$88,990.00 excluding HST, or \$100,558.70 including HST.