

# STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG



<b>Report to:</b>	Mayor and Council Members	<b>Priority:</b>	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low
<b>Submitted by:</b>	Ted Sokay, Manager, Roads/Sewers, Public Works tsokay@cobourg.ca	<b>Meeting Type:</b>  Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>	
<b>Meeting Date:</b>	October 4, 2021		
<b>Report No.:</b>	Public Works-064-21		
<a href="#">Submit comments to Council</a>			

**Subject/Title:** Replace Combination Snowplow/Dump Truck

## RECOMMENDATION:

THAT Council approve the single bid of \$104,968.69 (price includes non-refundable HST), submitted by Tenco Inc.

## 1. STRATEGIC PLAN

N/A

## 2. PUBLIC ENGAGEMENT

N/A

## 3. PURPOSE

To replace a 2009 combination snow plow / dump truck.

## 4. ORIGIN AND LEGISLATION

To replace a 2009 combination snow plow / dump truck which is scheduled for replacement in 2021 in accordance with the Vehicle and Equipment Reserve Fund By-law 078-2014.

## 5. BACKGROUND

Vehicles in the Town fleet are replaced in accordance with the Vehicle and Equipment Reserve Fund By-law where the reserve fund shall only be used to finance vehicles and equipment under the following criteria;

- a) Replacement of vehicles or equipment which have reached the end of their economic utility determined either by age or use;
- b) The additional cost of upgrading vehicles or equipment;
- c) Replacement of other equipment as may be determined by Council.

Currently large vehicles like plow trucks are scheduled for replacement after 12 years, with an appraisal by a qualified mechanic that the unit has in fact reached a stage where continued repairs are no longer feasible. Staff have found that the best overall purchase price for a new, fully equipped snow plow/dump truck can be achieved by letting out three separate tenders; the first for a cab and chassis, the second for the dump box with attachments and the third for the slide in salter.

## 6. ANALYSIS

A tender for a new dump box with attachments was issued and advertised on Biddingo from July 6th to July 20th, one (1) bid was received upon closing. The deadline was extended for two (2) additional weeks, in accordance with the Town's purchasing policy, and closed on August 3rd, no additional bids were received. A report to Council was prepared recommending that Council direct Staff to open and evaluate the single bid received for a dump box with attachments. Council granted approval for Staff to open and evaluate the single bid received. The single bid was opened by Staff with the following results:

Bidder	Non-refundable HST not included
Tenco Inc	\$103,153.19

The single bid from Tenco Inc meets or exceeds the minimum specifications.

The first tender issued for the cab and chassis came in at \$111,228.00 plus non-refundable HST.

The second tender for dump box with attachments is \$103,153.19 plus non-refundable HST.

The third and final tender to complete this snow plow / dump truck is for a slide in salt spreader. Two bids were received for a spreader, \$86,723.50 and \$92,076.40 (plus non-refundable HST). Staff are currently reviewing both bids to ensure they meet or exceed the specifications in the tendered document and a report to council recommending one of the bids will follow.

Cab & Chassis	\$111,288.00 plus tax
Dump box with attachments	\$103,153.19 plus tax

Slide in salt spreader	\$86,723.50 or \$92,076.40 plus tax
<b>Approved 2021 Budget</b>	<b>\$315,000.00</b>

The approved 2021 capital budget for the replacement of this unit is \$315,000. The purchase of the cab & chassis, dump box with attachments, plus the slide in salt spreader, either \$86,723.50 plus non-refundable HST or \$92,076.40 plus non-refundable HST, will still bring this unit in under budget at either \$306,404.13 non-refundable HST included or \$311,851.24, non-refundable HST included.

## 7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

The approved 2021 capital budget for this purchase is \$315,000.00

## 8. CONCLUSION

It is recommended that the single bid in the amount of \$103,153.19 (\$104,968.69 including non-refundable HST), submitted by Tenco Inc for a new dump box with attachments be approved.

## Report Approval Details

Document Title:	Dump Box with Attachments - Public Works-063-21 - Public Works-064-21.docx
Attachments:	
Final Approval Date:	Sep 23, 2021

This report and all of its attachments were approved and signed as outlined below:

**Laurie Wills, Director of Public Works - Sep 22, 2021 - 4:32 PM**

**Tracey Vaughan, Chief Administrative Officer - Sep 23, 2021 - 3:50 PM**