

The Corporation of the City of Kawartha Lakes
Council Report

Report Number PUR2019-017

Date: May 21, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: All

Title: Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-current or Used Grader

Author and Title: Marielle van Engelen, Buyer
Todd Bryant, Manager of Fleet and Transit Services

Recommendation(s):

That Report PUR 2019-017, **Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-Current or Used Grader**, be received;

That Nortrax Canada Inc.'s Proposal A with optional equipment, being the highest scoring submission, be selected for the award of Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-Current or Used Grader; and

That project 994190302 – Graders (1) be increased by \$13,025, being funded from the Public Works Fleet Reserve; and

That subject to receipt of the required documents, that the Financial Services division be authorized to issue a purchase order.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Request for proposal 2019-37-CP Supply and Delivery of One New, Non-Current or Used Grader was prepared and advertised in accordance with the Purchasing Policy.

The request for proposal closed on May 2, 2019. Proposals were opened in public by Andy Letham, Mayor and Marielle van Engelen, Buyer, with the following results

Proposals Received From	Received
Nortrax Canada Inc.	Proposal A
	Proposal B

As per the Purchasing Policy procurement awards for request for proposals valued at \$100,000 or greater must be approved by Council.

Through the request for proposal document proponents were permitted to provide more than one submission.

Submissions were carefully reviewed and evaluated by the evaluation committee by consensus to the criteria described in the RFP, and Nortrax Canada Inc.'s Proposal A was found to be the highest scoring submission.

Rationale:

A road grader or a motor grader is a construction machine with a long blade used to create a flat surface during the grading process. Typical models have three axles, with the engine and cab situated above the rear axles at one end of the vehicle and a third axle at the front end of the vehicle, with the blade in between.

The City's motor graders are also utilized during winter operations for winging back snow banks and for ice blading. They are also used to service gravel roads, assist in irrigation and spreading gravel during capital projects. This grader will be used primarily in Eldon, Fenelon and Carden.

This grader requires three pieces of optional equipment to make this unit function effectively. The scarifier and roller are used in road building and grading operations. The snow wing is used during winter operations to push snow banks back into snow storage areas and daylight at intersections.

Staff recommends that Nortrax Canada Inc.'s Proposal A with optional equipment, being the highest scoring submission, be selected for the award of Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-Current or Used Grader.

Additional, staff recommend that project 994190302 – Graders (1) be increased by \$13,025 being funded from the Public Works Fleet Reserve.

Other Alternatives Considered:

No other alternative is being considered as a competitive procurement process was conducted.

Financial Impacts:

Capital Project Number	Project Budget	Other Committed Funds	Capital Project balance	Purchase Amount (excl. HST)	HST Payable	Total Amount	Project Balance
994190302	\$325,000	\$0	\$325,000	\$332,178	\$5,846	\$338,024	<\$13,025>

It is recommended that the additional funds required, in the amount of \$13,025 to complete the purchase be funded from the the Public Works Fleet Reserve.

Any remaining surplus or deficit will be dealt with through the capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The Report contributes to the Council Adopted Strategic Plan in the following ways:

Goal 1 – A Vibrant and Growing Economy

Recommendations in this report will support effective road operations service delivery to support the City now and as it grows into the future.

Goal 2 – An Exceptional Quality of Life

Recommendations in this report will help support efficient delivery of road operations supporting an exceptional quality of life for residents.

Goal 3 – A Healthy Environment

Recommendations in the report will help support safer roadways within the city, contributing to a healthy environment for residents.

Consultations:

Junior Accountant

Department Head E-Mail: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson, Director of Public Works

Department File: 2019-37-CP