



Council Report

Report Number: PUR2022-009
Meeting Date: March 22, 2022
Title: 2022-10-OQ Supply and Delivery of Various Equipment Blades and Parts
Author and Title: Ashley Wykes, Buyer

Recommendation(s):

That Report PUR2022-009, 2022-10-OQ Supply and Delivery of Various Equipment Blades and Parts, be received;

That Valley Blades Limited, being the lowest compliant submission, be awarded 2022-10-OQ Supply and Delivery of Various Equipment Blades and Parts;

That Council authorize the option to renew the contract after the initial term for four (4) additional one (1) year terms, based upon annual budget approval, mutual agreement of the pricing and successful completion of the initial term and each term thereafter;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement; and

That the Procurement Division be authorized to issue a purchase order.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The Fleet Department is responsible for approximately ninety-five pieces of equipment including plow trucks, graders, loaders and sidewalk machines that require blades and parts to keep in good working order. As a result of this need, the Fleet and Procurement Divisions released request for quotation 2022-10-OQ Supply and Delivery of Various Equipment Blades and Parts. The document was released in accordance with the Purchasing Policy. Quotations were opened on February 10, 2022 by Launa Macey, Supervisor of Procurement with one company, Valley Blades Limited, submitting a bid.

The submission was checked for mathematical errors and compliancy to the quotation. References were checked and found to be favourable.

Rationale:

The City of Kawartha Lakes Fleet division has procured various equipment and bucket blades from Valley Blades Limited for many years. The blades in question are considered wear parts and over time require replacement. Valley Blades has provided exceptional service, and great product quality with exceptional value to the City for the duration of the relationship. This procurement will allow Fleet Services to procure product more economically with larger onetime purchases that will provide cost savings by reducing shipping costs. The procurement will also allow the roads operations division the flexibility to partner with Valley Blades to investigate more cost effective blade solutions through technological improvements.

Staff are recommending the award of the supply and delivery of various equipment blades and parts to Valley Blades Limited for an initial one-year term with the option to renew the contract for an additional four, one year terms. After the initial term, an annual increase will be applied to the unit pricing 60 days prior to the contract end date (February), and will be based on the annual percentage change of the Consumer Price Index (CPI) – All Items – Ontario at that time. All contract renewals are subject to performance review and annual City of Kawartha Lakes budget approvals.

Other Alternatives Considered:

No other alternative is being considered as a fair, open and transparent procurement process was conducted in accordance with the Purchasing Policy.

Alignment to Strategic Priorities

The purchase of equipment blades and parts aligns with the strategic priority of “Good Government” as properly maintained assets are essential to provide operational services to the City of Kawartha Lakes.

Financial/Operation Impacts:

Funds for the purchase of blades and parts for various pieces of equipment are allocated in the Public Works Fleet operating budget. The department will monitor the expenditure in comparison to the operating budget while ensuring equipment is properly maintained for use.

Consultations:

Manager of Fleet and Transit Services

Department Head email: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson

Department File: 2022-10-OQ