

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: October 20, 2020

TO: Committee of the Whole

FROM: David Armstrong, Operations Manager

SUBJECT: Award of Contract – PW 20-19 – One 2020-21 Single-Axle Truck

RECOMMENDATION:

THAT Committee of the Whole recommend to Council to direct staff to award the contract for Tender No. PW-20-19, One 2020/21 Single-Axle Truck, to Antrim Western Star in the amount of \$139,668.00 (HST not included).

BACKGROUND:

Mississippi Mills budgeted for a single-axle dump/plow truck as part of the 2020 budgeting process to replace an aging truck that compliments the Roads & Public Works fleet. The main purpose of this truck is to perform winter maintenance activities for ½ of the Almonte Ward of Mississippi Mills. Truck #22 is being replaced as it has completed its useful life for the Municipality. The existing truck was procured from a neighbouring Municipality in 2013 after servicing that Municipality for approximately 11 years.

DISCUSSION:

Roads & Public Works released Tender No. PW-20-19 on August 12, 2020. It was posted on our website, the local newspaper and on MERX and the closing date was September 3, 2020, at 1:30pm. At the time of closing there were five (5) permissible bids for the Tender. They are outlined in the chart below:

| <u>Company</u> | <u>Submitted Amount (excluding HST)</u> |
|--|--|
| Francis Canada Truck Centre (Western Star) | \$149,330.00 |
| Francis Canada Truck Centre (Freightliner) | \$136,425.00 |
| Oakes Truck Sales (International) | \$136,936.52 |
| Antrim Western Star (Western Star) | \$139,668.00 |
| Cornwall Freightliner (Freightliner) | \$135,148.00 |

In reviewing the tender submissions, it was noted that the only companies to meet all specifications in the tender document was Antrim Western Star and Francis Canada Truck Centre (Western Star model). Procuring a Western Star truck will aid in aligning our fleet, which should allow for substantial time and financial savings going forward.

OPTIONS:

Option 1: Accept the bid submitted by Antrim Western Star.

Option 2: Do not accept any of the submitted bids and re-tender. This is not recommended.

FINANCIAL IMPLICATIONS:

Council Approved \$240,000.00 in the 2020 Budget for the procurement of a plow truck and associated Combination Dump/Body Spreader. In addition to the originally budgeted \$240,000.00 an additional \$60,000.00 was added to the total amount for this procurement. The additional funds came from the Insurance Settlement from Truck #23 as identified in Council Resolution NO. 163-20. As a result a total of \$300,000.00 is available for the procurement of a plow truck and associated dump/body spreader to replace Truck # 22. The Dump/Body Spreader was tendered separately under Tender PW-20-20. The submitted bid from Antrim Western Star is within the approved amount allotted for this procurement.

| ACTIVITY | Amount (Non-recoverable Taxes Included) |
|---|--|
| Antrim Western Star - Manufacture Truck per Spec. | \$142,126.16 |
| Required Funding Allocated For Tender 20-20 | \$131,239.87 |
| Two-way Radio and GPS Install (approximately) | \$5,000.00 |
| | |
| Total Required | \$278,366.03 |
| Available Funds | \$300,000.00 |
| Amount Remaining | \$21,633.97 |

SUMMARY:

A total of five (5) tender submissions for Tender No. PW-20-19 – One 2020/21 Single-Axle Truck were received at the time of closing. Antrim Western Star submitted the only bid that met all criteria as per the tender specifications with a bid of \$139,668.00 (HST

not included) to complete the required works. As well there is sufficient funds to purchase the required dump/body spreader.

Respectfully submitted by,



David Armstrong, CRS
Operations Manager

Reviewed by,



Cory Smith
A/Director of Roads & Public Works

Approved by,



Ken Kelly
CAO