

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 7, 2022
TO: Committee of the Whole
FROM: Calvin Murphy, Recreation Manager
SUBJECT: Supply and Delivery Front Mount Mower

RECOMMENDATION:

THAT Committee of the Whole recommend Council approve Tender No. 22-03 be awarded to Green Tech Ag & Turf Inc for the supply & delivery of a 36 Horsepower Diesel Lawn Tractor in the amount of \$41,605,00 plus H.S.T.

BACKGROUND:

Tenders were distributed for the supply & delivery of a 36 Horsepower Diesel Tractor as identified in the Recreation and Culture Department's Capital Budget.

Tender packages were circulated to local suppliers with an advertisement also being placed in the Weekender newspaper under the Mississippi Mills page and on the Town's website.

Two tenders were received by the tender submission date of April 13, 2022, at 1:00 p.m. from Hartington Equipment and Green Tech Ag & Turf Inc. The tenders were opened on the same date at 1:05 p.m. in the Council Chambers of the Mississippi Mills Administration Building with the Director of Corporate Services and Recreation Manager in attendance.

The following is a breakdown of the quotes received. Please note that these prices do not include H.S.T.

Green Tech Ag & Turf Inc.	Hartington Equipment
\$41,605.00	\$34,585.00

A report was completed by The Recreation Manager at this time and submitted to the CAO for approval under Delegated Authority awarding the contract to the lowest bidder. Upon approval the Recreation Manager contacted the lowest bidder to inform them of the successful bid. Shortly afterwards, the municipality was informed that Hartington Equipment were unable to provide the tendered product due to equipment shortages and

could not indicate when they would be able to provide the equipment if at all. Hartington were also asked if they could provide an alternative piece of equipment at the same tendered price and with equivalent horsepower that would suffice the Municipalities needs. Unfortunately, they were unable to do so.

The alternate bidder (Green Tech Ag and Turf Inc) was then contacted to see if they had the equipment specified in the tender and if so would they hold their bidding price and could they provide the equipment in a responsible time frame. Green Tech advised that they would hold their pricing and stated that we could expect to receive the equipment by August.

FINANCIAL IMPLICATIONS:

The budget amount approved in the Recreation and Culture Departments Capital Budget for the equipment was \$36,000. As you can see from the provided chart the higher bid (Green Tech) comes in over budget by \$5,605.00.

Just recently at a meeting with the Accessibility Committee the Recreation Manager was informed that the capital expenditure in the 2022 Recreation budget identified as "Accessibility entrance to Gemmill Park" in the amount of \$10,000 was no longer required. Seeing that this amount will not be used for the identified project some of this funding could be allocated to offset the extra amount required for the Lawn mowing equipment.

SUMMARY:

Completion of this project will alleviate the complaints the Department receives from time to time regarding the lack of maintenance/grass cutting in Mississippi Mills and will provide staff with the proper equipment to effectively maintain the many different parks we have. It should be noted that our lawn tractor equipment is 13 years plus and with the increase in parks we have received over the years we must ensure our equipment is kept up and in proper working condition.

Respectfully submitted by,

Reviewed by:

Calvin Murphy,
Recreation Manager

Ken Kelly,
CAO, Chief Administrative Officer