



THE CORPORATION OF THE TOWN OF AMHERSTBURG
OFFICE OF ENGINEERING & INFRASTRUCTURE SERVICES

Mission Statement: As stewards of the Town of Amherstburg, we strive to improve the quality of life of all residents through the delivery of effective, efficient, and affordable services.

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| Author's Name: Eric Chamberlain | Report Date: April 12, 2024 |
| Author's Phone: 519 736-3664 ext. 2312 | Date to Council: May 13, 2024 |
| Author's E-mail: echamberlain@amherstburg.ca | Resolution #: |

To: Mayor and Members of Town Council

Subject: 2024 Tractor and Wide Area Mower Replacement

1. **RECOMMENDATION:**

It is recommended that:

1. An expenditure for the purchase of a 2024 Tractor and Wide Area Mower **BE APPROVED** for a total cost not to exceed \$197,914.52 including net HST;
2. The purchase of the 2024 Tractor and Wide Area Mower **BE AWARDED** to Colvoy Equipment.
3. Net proceeds from the sale of the current Unit 607 Tractor **BE DIRECTED** to the Fleet Reserves, along with any surplus funding, to help replenish the reserves for future Fleet purchases.

2. **BACKGROUND:**

During the 2024 Budget Deliberations, Council approved the replacement of a tractor and wide area mower.

3. **DISCUSSION:**

Under the Town's Procurement Policy, the Town can use Group Procurement Organizations to purchase goods and services. The following is sections of the Policy that references Group Procurement:

24.3.9. Group Procurement Organizations

24.3.9.1. The Town may participate in programs provided by not-for-profit group procurement organizations that offer competitively sourced and priced products and services through collaborative sourcing agreements.

24.3.9.2. These organizations conduct competitive bidding processes on behalf of Public Sector organizations and provide access to the Town to the details of the procurement process and associated records.

The Town's Financial Services Division provides notice of this process through the Town's website to advise the public that the Town of Amherstburg intends to utilize Canoe Procurement Group of Canada.

In collaboration with the Town's Procurement Specialist, specifications for each Tractor and Wide Area Mower were provided to and reviewed with members of the GPO and, through that process, a bundle price was obtained from Colvoy Equipment. The discounted price was \$194,491.43 excluding HST.

4. RISK ANALYSIS:

There is no risk as the Town's Procurement Policy provides the ability for the Town to exercise the purchase of goods and services utilizing a Group Procurement Organization.

5. FINANCIAL MATTERS:

Council approved the replacement of a Tractor (Capital #724009) and a Wide Area Mower (Capital #724005) as per issue paper #FLT-001-23 attached in the 2024 Capital Budget.

The financial impact of the recommended purchase would be as follows:

| Item | 2024 Budget | 2024 Actual (Incl. Net HST) | Variance (over)/under |
|---|------------------|--------------------------------|--------------------------|
| Capital Expense: | | | |
| Fleet Replacement Program Roads Tractor and Wide Area Mower Inclusive of Additional Costs and Factory Discount | \$240,000 | \$197,914.52 | \$42,085.48 |
| Total Capital Expense: | \$240,000 | \$197,914.52 | \$42,085.48 |
| Capital Funding: | | | |
| 0065 – Fleet Reserves | \$240,000 | \$197,914.52 | \$42,085.48 |
| Total Capital Funding: | \$240,000 | \$197,914.52 | \$42,085.48 |

The Town will sell Unit 607 Tractor once the Town obtains the new replacement. The Town will utilize Gov. Deals for the sale, an online government auction site. The monies

raised by the auction will be transferred to the Fleet Reserves to help replenish the reserve for future Fleet Purchases.

6. CONSULTATIONS:

The Town Procurement Specialist was consulted.

7. CORPORATE STRATEGIC ALIGNMENT:

Vision: Preserving our past while forging our future.

| <i>Amherstburg Community Strategic Plan 2022 - 2026</i> | |
|---|--|
| <p style="text-align: center;">PILLAR 1 Deliver Trusted & Accountable Local Government</p> <ul style="list-style-type: none"> <input type="checkbox"/> Improve trust between council and staff, and residents, by strengthening governance and internal accountability structures. <input type="checkbox"/> Deliver transparent and efficient financial management. <input type="checkbox"/> Increase effective communication and engagement with residents. <input type="checkbox"/> Develop our staff team, resources, and workplace culture. <input checked="" type="checkbox"/> Continue to deliver strong core municipal services. <input type="checkbox"/> Ensure Amherstburg is an inclusive accessible and welcoming community committed to reconciliation. | <p style="text-align: center;">PILLAR 3 Encourage Local Economic Prosperity</p> <ul style="list-style-type: none"> <input type="checkbox"/> Encourage development of commercial and industrial lands. <input type="checkbox"/> Continue to promote local tourism industry, especially overnight accommodation. <input type="checkbox"/> Continue to facilitate downtown development for residents and visitors. <input type="checkbox"/> Continue to leverage partnership opportunities with other provincial, federal, and local governments, agencies, and organizations. |
| <p style="text-align: center;">PILLAR 2 Invest in Community Amenities and Infrastructure</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Maintain safe, reliable and accessible municipal infrastructure and facilities. <input type="checkbox"/> Increase access to recreation opportunities for all ages. <input type="checkbox"/> Finalize and execute plans for town-owned lands (e.g. Duffy’s site, Belle Vue) <input type="checkbox"/> Create public access to water and waterfront <input type="checkbox"/> Prioritize opportunities to reduce environmental impacts of Town operations and increase Town resilience to climate change. | <p style="text-align: center;">PILLAR 4 Shape Growth Aligned with Local Identity</p> <ul style="list-style-type: none"> <input type="checkbox"/> Define and communicate a vision for the Town’s future and identity. <input type="checkbox"/> Promote and plan for green and “climate change ready” development. <input type="checkbox"/> Review and implement policies that promote greater access to diverse housing. <input type="checkbox"/> Protect the Town’s historic sites and heritage. <input type="checkbox"/> Preserve the Town’s greenspaces, agricultural lands, and natural environment. |

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8. CONCLUSION:

Administration recommends that Council award the purchase of a 2024 Tractor and Wide Area Mower Deck to Colvoy Equipment.



Eric Chamberlain
Manager of Roads and Fleet

EC/

Report Approval Details

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|----------------------|---|
| Document Title: | 2024 Tractor and Wide Area Mower Replacement.docx |
| Attachments: | |
| Final Approval Date: | Apr 15, 2024 |

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



Antonietta Giofu



Tracy Prince



Valerie Critchley



Kevin Fox