



## WEST HANTS REGIONAL MUNICIPALITY REPORT

|                                      |                                                    |                                           |                                              |
|--------------------------------------|----------------------------------------------------|-------------------------------------------|----------------------------------------------|
| Information <input type="checkbox"/> | Recommendation <input checked="" type="checkbox"/> | Decision Request <input type="checkbox"/> | Councillor Activity <input type="checkbox"/> |
|--------------------------------------|----------------------------------------------------|-------------------------------------------|----------------------------------------------|

**To:** West Hants Regional Municipality Council

**Submitted by:** Kathy Kehoe, Director Community Development

**Date:** April 26, 2024

**Subject:** Tender Award – Community Development – Articulating Mower

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### LEGISLATIVE AUTHORITY

*Municipal Government Act, Section 65, Powers to expend funds for a municipal purpose.*

### RECOMMENDATION

Council approve the award of tender WWHCD24-02 to Veseys Equipment to lease 1 (one) new 4520 Ventrac Tractor on a 5 (five) year term at \$855.50 per month plus applicable taxes with a \$13,062.50 buyout option.

### BACKGROUND

|                                   |                                            |                                      |                                 |                                              |                                                 |
|-----------------------------------|--------------------------------------------|--------------------------------------|---------------------------------|----------------------------------------------|-------------------------------------------------|
| Property <input type="checkbox"/> | Public<br>Opinion <input type="checkbox"/> | Environment <input type="checkbox"/> | Social <input type="checkbox"/> | Economic <input checked="" type="checkbox"/> | Councillor<br>Activity <input type="checkbox"/> |
|-----------------------------------|--------------------------------------------|--------------------------------------|---------------------------------|----------------------------------------------|-------------------------------------------------|

At the March 26, 2024, Council meeting the following motion was approved:

“...that an allocation of \$14,400 be pre-approved for the 2024/25 operating budget to support the procurement and lease of an articulating mower .... ”

Tenders were called on the Provincial Procurement site and closed on April 18, 2024.

### DISCUSSION

Three proponents responded to the public tender, as follows:

| <b>Tender WHRMCD-24-02</b><br><b>Lease of One (1) Front Mount Articulating Mower</b> |                                                                       |                                     |                      |                                                |                      |
|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------|-------------------------------------|----------------------|------------------------------------------------|----------------------|
| <b>Vendor</b>                                                                        | <b>Item</b>                                                           | <b>Lease Per Month 5-year term)</b> | <b>Buyout option</b> | <b>Total Value<br/>(plus applicable taxes)</b> | <b>Average Score</b> |
| <b>Green Diamond</b>                                                                 | 2022 Steiner 450 /<br>2024 Steiner Air FX<br>Finish Mower             | \$814.71<br>plus tax                | \$10.00              | \$39,995                                       | 165/175              |
| <b>Veseys<br/>Equipment</b>                                                          | 2024 - 4520<br>Ventrac Tractor                                        | \$855.50<br>plus tax                | \$13,062.50          | \$52,250                                       | 167.5/175            |
| <b>Nova<br/>International<br/>(did not meet<br/>spec)</b>                            | F2690 Tractor 26<br>HP/4WD/ROPS –<br>RCK72R-F36 70”<br>Rear Discharge | \$602.21<br>plus tax                | \$13,334.00          | \$42,715.87                                    | 153.5/175            |

The tender was evaluated by Community Development Staff to confirm compliance with the requested specifications and that it would meet our operational requirements.

Of the two vendors that met the specifications noted in the tender documents, staff are recommending the lease of a 2024 Ventrac Tractor 4520 to be approved for a five-year term. On an annual basis, this articulating mower is \$489.48 plus applicable taxes higher than the model tendered by Green Diamond Equipment Ltd.

It is important to note that the Ventrac is a 2024 model, and the tractor and mower deck are currently available. The Steiner model is two years older, and the mower deck would require 30-60 days for delivery.

It is the opinion of staff evaluating the two machines that the 2024 Ventrac is a superior machine that best meets the needs of the department and the return on investment would exceed that of the Steiner model.

#### **NEXT STEPS**

If approved staff will proceed with executing the lease.

#### **FINANCIAL IMPLICATIONS**

A \$14,400 allowance for the lease of an articulating mower was pre-approved at the March 26<sup>th</sup> regular municipal council meeting to be included in the 2024/25 Community Development operating budget.

The total expense portion of this lease after the rebate is \$10,706.41 which is \$3,693.59 under the pre-approved operating budget allocation.

Tendering Timeline:

|                               |                |
|-------------------------------|----------------|
| Posted to Procurement         | April 3, 2024  |
| Closing Date                  | April 18, 2024 |
| Price Expiry Date             | June 16, 2024  |
| Days Remaining (as of May 14) | 34             |

2024-25 Operating Budget – Lease of an Articulating Mower

|                                            |                    |
|--------------------------------------------|--------------------|
| Tender Pricing                             | \$10,266.00        |
| Non-Recoverable Tax <small>(4.29%)</small> | <u>\$440.41</u>    |
| <b>Tender Total</b>                        | <b>\$10,706.41</b> |
| 2024-25 Budget Value                       | \$14,400.00        |
| Variance (under budget)                    | \$3,693.59         |

#### ALTERNATIVES

1. Council may choose to award to other bidders; or
2. Council may choose not to proceed this this lease.

This is not the course of action recommended but it is within the Council's purview.

#### ATTACHMENTS

None

#### CHIEF ADMINISTRATIVE OFFICER REVIEW

The report and recommendation is in alignment with the pre-approval of Council regarding the mower. The justification for the selection of the mower purchase , as it was not the lowest bidder, has been shared and can be supported operationally.

I support the recommendation.

Report Prepared by: \_\_\_\_\_  
Kathy Kehoe, Director Community Development

Report Reviewed by: \_\_\_\_\_  
Kevin Bennett, Manager, Parks & Recreation Facilities

Report Reviewed by: \_\_\_\_\_  
Carlee Rochon, Director, Financial Services

Report Approved by:  \_\_\_\_\_  
Mark Phillips, Chief Administrative Officer