



The Corporation of the City of Elliot Lake

**Staff Report FLT-2021-04**

Report of the **Director of Public Works**  
for the Consideration of Council

**The Supply of (1) Compact Utility Tractor**

**OBJECTIVE**

To provide Mayor and Council with information regarding the supply of (1) Compact Utility Tractor.

**RECOMMENDATION**

**THAT** Staff Report FLT-2021-04 for the supply of (1) Compact Tractor, dated April 20<sup>th</sup>, 2021 of the Director of Public Works be received;

**AND THAT** contract FLT-2021-04 for supply of (1) Compact Utility Tractor in the amount of \$23,960.<sup>95</sup> plus applicable taxes be awarded to Tracks + Wheels Equipment Brokers Inc.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Daryl Halloch".

Daryl Halloch  
Director of Public Works

Approved

A handwritten signature in blue ink, appearing to read "Daniel Gagnon".

Daniel Gagnon  
Chief Administrative Officer

April 20<sup>th</sup>, 2021

## BACKGROUND

The City of Elliot Lake signed a (5) year contract agreement with Ontario Parks in 2013 that allowed the City staff to take over both the operations and maintenance of the Mississagi Park, to prevent the planned closure. The agreement allows city staff to utilize assets owned by Ontario Parks (buildings, camp sites, washrooms, docks and equipment) to help maintain current levels of service throughout the park as in the past. Unfortunately, a large amount of the equipment left by Ontario Parks is too expensive to repair or no longer has parts available such as the current utility tractor, which has been removed from service due to health and safety concerns.

Tender FLT-2021-04 was posted on bids and tenders for the supply of one (1) Compact Utility Tractor. The tender called for specifications that met or exceeded the existing fleet specifications and encouraged standardization with existing equipment where possible.

The tender was advertised on the City of Elliot Lake website and through the bids and tenders website. Only one firm responded to the tender.

## ANALYSIS

The prices received through the tender submissions were as follows:

- Tracks + Wheels Equipment - \$23,960.<sup>95</sup> plus HST for a 24 hp Kubota Utility Tractor;

A review of the tender packages was undertaken. Dimensional and performance specifications of the submissions were reviewed against the tender document and the performance of the existing equipment.

No bid irregularities were noted during the tender review process.

## FINANCIAL IMPACT

The bid price of \$23,960<sup>95</sup> plus applicable taxes is under the approved 2021 capital budget of \$25,000. The new compact utility tractor will become a City asset and will remain with the City fleet if the park closes in the future.

## LINKS TO STRATEGIC PLAN

This report is consistent with the actions required under “Continued Investment into Infrastructure” in that it assists in the education of the public on infrastructure operations, repair and replacement.

## SUMMARY

With the compact utility tractor being an essential piece of equipment when it comes to the maintaining the Mississagi Park, it is recommended that the bid submitted by Tracks + Wheels Equipment Brokers Inc. in the amount \$23,960.<sup>95</sup> plus applicable taxes for the supply of one (1) 24 HP Kubota Utility Tractor be approved.