



**Subject: Winter Equipment Rental**  
**To: Council - Public Meeting**  
**From: Public Works Department**

Report Number: 2021-276

Meeting Date: October 25, 2021

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### **Recommendation:**

That Public Works Department Report 2021-276 be received;

That Council approve entering into a five-year rental contract with the low bidder, AMACO Equipment Incorporated for a sidewalk tractor in order to complete the City's winter control maintenance; and

That staff prepare the Contract By-law, and the City Clerk and Mayor be authorized to execute the Contract Agreement.

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### **Purpose:**

The purpose of this report is to seek approval from Council to award a Request for Quotation for the rental of a sidewalk tractor for the City's winter control period being November 15<sup>th</sup> to April 15<sup>th</sup> for a five-year period. Due to the five-year commitment to rent this piece of equipment, Council approval is required per the City's procurement policy.

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### **Discussion:**

The budget for this particular piece of rental equipment has been included within the 2022 Operating Budget proposal as it has in previous years. A Request for Quotation (RFQ) was released to secure the rental equipment for a period of 5 years. The RFQ included an option to purchase the equipment at yearly intervals. After the first season with the equipment staff will review the benefits of purchasing this equipment and propose the best financially sustainable option.

Two bidders completed the RFQ process, the low bidder was AMACO Equipment Incorporated. The yearly cost to rent this piece of equipment can be found in the following chart:

Year	Monthly Rental Cost
2021/2022	\$24,000.00
2022/2023	\$25,680.00
2023/2024	\$27,475.00
2024/2025	\$29,401.05
2025/2026	\$31,459.10

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### Internal Consultations:

Supervisor and staff have been able to use this unit last winter season. With zero down time and exceptional visibility the staff are satisfied with its performance during the winter season.

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### Financial Implications:

This rental will be funded from the existing 2021 Operating budget and proposed 2022 Operating budget for the coming winter control period. Future years will also be funded by the Rental Equipment Operating budget.

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### Strategic Plan Alignment:

The initiative contained within this report supports the following pillar(s) of the strategic plan:

- Service and Simplicity - Quality and Innovative Delivery of Customer Services
- City-Wide Investments in Infrastructure and Recreational/Cultural Spaces
- Value: Financial Management to Achieve Financial Sustainability

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### Conclusion:

It is recommended that Council approve the RFQ submission by AMACO Equipment Incorporated so the City can proceed with completing the annual winter control maintenance.

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Respectfully submitted,

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### **Report Approval:**

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.