

Report to Council

Report Title: Purchasing and Procurement Update - Walkerton Community Centre Central Hot Water Boiler Replacement

Prepared By: Trish Serratore, Chief Financial Officer and Mark Coleman, Director of Community Service

Department: Finance

Date: July 13, 2021

Report Number: FIN2021-22 **File Number:** C11FIN, F18

Attachments:

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number FIN2021-22 – Purchasing and Procurement Update - Walkerton Community Centre Central Hot Water Boiler Replacement, prepared by Trish Serratore, Chief Financial Officer and Mark Coleman, Director of Community Services for information purposes.

Report:

Background:

As per the Municipality of Brockton's Purchasing and Procurement Policy requirement to report purchasing results over \$25,000.00 to Council for information purposes.

The Recreation department issued formal Request for Quotation (RFQ) #REC2021-03 – Walkerton Community Centre Central Hot Water Boiler Replacement.

A formal RFQ was issued and forwarded to six qualified area vendors by invite only on Tuesday June 22, 2021 and closed on Wednesday July 7th, 2021 2:00 p.m. Two (2) quote bids were received from local or regional companies that ranged from \$40,753 to \$111,566. All quotations met the requirements of the RFQ specifications. The recommended quote was reviewed and approved by the CFO. The lowest quotation of \$40,753.16 + HST inclusive of full installation was accepted from Montgomery Industrial (Emke Schaab).

Analysis:

The formal RFQ provided competitive results from reputable vendors. Installation is anticipated to be completed on or before August 20th to ensure the ice plant is up and running for the ice season and ensure we are able to resume “normal” operations.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?


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| • Do the recommendations help move the Municipality closer to its Vision? | Yes |
| • Do the recommendations contribute to achieving Cultural Vibrancy? | Yes |
| • Do the recommendations contribute to achieving Economic Prosperity? | Yes |
| • Do the recommendations contribute to Environmental Integrity? | Yes |
| • Do the recommendations contribute to the Social Equity? | N/A |

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

This project was approved in the 2021 Municipal Capital budget for \$40,000 and funded from the tax rate.

Respectfully Submitted by:



Trish Serratore, Chief Financial Officer



Mark Coleman, Director of Community Services

Reviewed By:



Sonya Watson, Chief Administrative Officer