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**Subject:** Tender Award – Two Mid Size SUVs (302BL3002)

**Report to:** Thorold City Council

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### Recommendations

1. That Request for Tender 302BL3002, respecting Two New 2023 or 2024 Mid Size SUV, **BE AWARDED** to Grimsby Ford Sales and Service, at a contract price of \$81,000.00, excluding HST; and;
2. That Council **APPROVE** a budget over-run in the amount of \$12,000.00 to be funded from the General Equipment Reserve, and,
3. That the Mayor and City Clerk **BE AUTHORIZED** to execute the necessary agreements/contracts.

### Key Facts

- The purpose of this report is to seek Council's approval to award a Tender for two new vehicles.
- Bylaw department had 2 vehicles approved in the 2023 capital budget, one for bylaw enforcement and one for the new parking enforcement officer.

### Budgetary Status

\$80,000 was approved in the 2023 Capital Budget for this purchase.

A budget over-run is requested in the amount of \$12,000.00 to be funded from the General Equipment Reserve to cover shortfall from the budgeted amount, as well as accessories required for operation. (GPS installation, two-way radio, Thorold decals)

### Analysis

Staff posted a Request for Tender in accordance with the City's Procurement Policy, closing on September 14, 2023.

Two (2) firms submitted their proposals which were reviewed. The results are summarized as follows:

Grimsby Ford Sales and Service	\$81,000.00 excl. HST
Finch Chevrolet Cadillac Buick GMC	\$95,753.00 excl. HST

The submissions were reviewed for errors and omissions and staff can confirm that both are qualified bidders.

Staff are recommending the tender award to Grimsby Ford Sales and Service at a contract price of \$81,000.00, excluding HST.

### **Alternatives Reviewed**

N/A

### **Relationship to Strategic Plan**

The recommendation is consistent with Council's Strategic Priority;

- Responsible Growth and Infrastructure Planning

### **Other Pertinent Reports**

N/A

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**Prepared by:**

Steve Santo  
Manager  
Public Works

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**Recommended by:**

Geoff Holman  
Director  
Public Works and Community Services

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**Approved and Submitted by:**

Manoj Dilwaria  
Chief Administrative Officer

*This report was prepared in consultation with Jason Simpson, Director of Development Services.*

**Appendices**

N/A