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Date: February 8, 2019
To: Mayor and Council
Author: G.A. Plancke
RE: Procurement Authorization Request
Report No.: MS 2019 - 11

AIM

To obtain authorization from Council to deviate from the Procurement of Goods and Services Policy in order to purchase a used replacement tandem dump truck for use at the Lakeshore West Pollution Control Plant.

BACKGROUND

Included with the 2019 Budget deliberations was the value for replacement of the 1997 International dump truck.
\$100,000 was allocated from the 2-42 Fleet Reserves account for the replacement of this truck, which was approved by Council.

The current Procurement of Goods and Services Policy authorizes the discretionary spending by the Department Head / Director of Municipal Services to a maximum of \$50,000. The Procurement of Goods and Services Policy specifies that any purchase exceeding \$50,000 require Council approval prior to formal execution of an agreement.

DISCUSSION

The acquisition of this replacement vehicle is not being tendered. A suitable used truck must be sourced; negotiations for pricing and delivery must be made, all within a rather tight timeline to avoid losing the vehicle to another interested party. In order to act on suitable available vehicles in a timely manner, flexibility in negotiating and the ability to commit to an immediate purchase is imperative. A follow-up report to Council could be authored for information only after the purchase agreement has been made.

LINK TO STRATEGIC PLAN

Effectively manage corporate resources and maximize performance in day-to-day operations.

FINANCIAL CONSIDERATIONS

\$100,000.00 has been allocated and approved from the 2-42 Fleet Reserve account number 03-000-032-39013 for the replacement of the 1997 International tandem dump truck for the use at the Lakeshore West Pollution Control Plant.

CONSULTATIONS

C.A.O.
Director of Financial Services

RECOMMENDATION

That Council authorizes a one-time exemption from the Procurement of Goods and Services Policy for the Director of Municipal Services to negotiate the purchase of a suitable “used” tandem dump truck for use at the Lakeshore West Pollution Control Plant to an upset limit of \$100,000.00 as allocated and approved from the 2-42 Fleet Reserve Account.

G.A. Plancke
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Director of Municipal Services

Peggy Van Mierlo-West
Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer