



City of  
**Peterborough**

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**To: Members of the General Committee**

**From: Cynthia Fletcher  
Commissioner of Infrastructure and Planning Services**

**Date: May 3, 2021**

**Subject: Report IPSENG21-016  
Award of NSP-22-21 for Non-Standard Procurement for  
Supply and Delivery of a Four-Wheel Drive Tractor Backhoe**

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## **Purpose**

A report to recommend a Non-Standard Procurement for NSP-22-21 for the Supply and Delivery of a Four-Wheel Drive Tractor Backhoe.

## **Recommendation**

That the General Committee approve the recommendation outlined in Report IPSENG21-016, dated May 3, 2021 of the Commissioner of Infrastructure and Planning Services as follows:

That a Non-Standard Procurement for NSP-22-21 for the Supply and Delivery of a Four-Wheel Drive Tractor Backhoe with a snow blade attachment be awarded to Brandt Tractor Canada Inc., 1003 Highway 7 East, Peterborough, ON, K9J 7Y8 at a cost of \$187,180.00, plus HST of \$24,333.40, for a total cost of \$211,513.40.

## **Budget and Financial Implications**

The net \$190,474.37 requirement, after applicable HST rebates, can be accommodated within the approved 2021 Capital Budget (Item #: 5-14.02) for Public Works Fleet Replacement and Enhancement.

## **Background**

### **Brief Description of the Work**

The Public Works division currently uses this type of equipment for various activities related to sidewalk construction, snowplow operations, etc. The existing unit has reached its projected life cycle and the acquisition of a new unit will lower operating costs and improve operational efficiencies.

The Supplier and the city staff were able to negotiate a price, including, the Four-Wheel Drive Tractor Backhoe and required attachment of one Snow Blade.

The Members of the Committee of the Whole at its meeting of May 8, 2017 in considering Report USPW17-009 awarded P-06-17 to Nortrax Canada Inc., for two units at a total cost of \$254,888.00 plus HST of \$33,135.44 for a total of \$288,023.44, which included a \$25,000.00 trade-in for the year 2017. This included the option, at the City's sole discretion, to enter into negotiations with Nortrax Canada Inc. for up to an additional five units over five years.

The Administrative Staff Committee at its meeting of March 6, 2019 awarded Report IPSENG19-003 for the first Contract Renewal Option to Proposal P-06-17 for Supply and Delivery of a Four-Wheel Drive Tractor Backhoe to Nortrax Canada Inc., 1003 Highway 7 East, Peterborough, ON, K9J 7Y8 at a cost of \$167,135 plus HST of \$21,727.55 for a total cost of \$188,862.55.

In 2020, Brandt Tractor purchased the assets and sales contracts of Nortrax Canada Inc.

Report IPSENG21-016 is a Non-Standard Procurement award of NSP-22-21 to the new entity of Brandt Tractor. In comparison to past Tractor-Backhoe purchases by the City; in 2017 at a cost of \$139,944.00; and in 2019 at a cost of \$157,500.00, the quoted amount of \$171,900.00 (without the snow blade attachment) received in 2021 through the optional contract negotiation process represents fair value for the City.

Based on good value for the City and positive service performance from Brandt Tractor Canada Inc., the award is recommended.

### **Authority to Approve**

Chart 2, a, iv) in Appendix A of the City's Procurement By-law 18-084, requires Council approval where a Non-Competitive or Limited Competition under the circumstances permitted in the Non-standard Procurement Protocol, and approved by the Treasurer, are at or above \$100,000.00 in value. The Treasurer has approved the initiation of this non-standard procurement.

### **Timelines**

If the recommendation is approved, the purchase will be confirmed via a purchase order.

### **Summary**

RFP P-06-17 for the Supply and Delivery of Four-Wheel Drive Tractor Backhoe was awarded in accordance with the City's Procurement By-law and contained provision for a contract renewal option for Supply and Delivery of up to five (5) additional units over five (5) years. The recommendation for a Non-Standard Procurement in report IPSENG21-016 meets all the criteria that allow it to be awarded by Council in accordance with the Procurement By-law 18-084 and as described in this report.

Submitted by,

Cynthia Fletcher,  
Commissioner of Infrastructure and Planning Services

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