

**TOWN OF MINTO**

DATE: February 19, 2016
REPORT TO: Mayor and Council
FROM: Brian Hansen, Public Works Director and Mike McIsaac, Road Foreman
SUBJECT: Request for Quotation for, Street Sweeping, Palmerston, Harriston, Clifford

STRATEGIC PLAN

5.7 Adopt and maintain fair and transparent procurement policies and by-laws to ensure the Town receives competitive pricing on tenders and proposals, and that business has equal opportunity to submit bids.

BACKGROUND

Request for Quotations were sent out to close February 17, 2016 for Street Sweeping, Palmerston, Harriston, Clifford in the Town of Minto for the 2016, 2017 and 2018 seasons. Four submissions were received as follows with the price per hour based on approximately 150 hours of service per season:

Contractor	2016	2017	2018
Clean Sweep Power Sweeping	\$120.00 per/hr	\$120.00 per/hr	\$125.00 per/hr
Guelph Power Sweeping	\$85.00 per/hr	\$85.00 per/hr	\$85.00 per/hr
Centennial Sweeping	\$107.00 per/hr	\$110.00 per/hr	\$114.00 per/hr
Mobil Services Inc	\$88.00 per/hr	\$88.00 per/hr	\$88.00 per/hr

COMMENTS:

Staff has reviewed all four RFQ submissions for this Street Sweeping tender. In the past two seasons, Guelph Power Sweeping was the successful bidder. They deployed older smaller units in an attempt to clean the streets at a lower cost. Having tried this service for two years staff believes customer service, equipment reliability, and contractor availability concerns experienced these last two years more than outweigh the additional \$345 annual cost to go with the next lower bid.

In 2006 and 2013 Mobil Services Inc. provided the Town with outstanding service during equipment failures with very short notice. They provide 24hr service, which under optimal weather conditions, completes the task within 3 business days with two machines. Staff believes there will be fewer ratepayer complaints about dust and debris, and the spring urban beautification process significantly improved. Having reviewed the bids and evaluated the service, staff recommends the Mobil proposal be accepted.

FINANCIAL CONSIDERATIONS

This service is funded within the 2016 Operating Budget under Hard Top Sweeping.

RECOMMENDATION

That Council receives this Public Works report from the Public Works Director and Road Foreman dated February 19, 2016 regarding RFQ 2016-01, Street Sweeping, Palmerston, Harriston, Clifford and approves the awarding of the RFQ to Mobil Sweeping Inc. at the price of \$88.00 per hour excluding HST for the 2016, 2017 and 2018 seasons based on approximately 150 hours of service per season.

Mike McIsaac
Road Foreman

Brian Hansen
Public Works Director