

**To: David Creery, Chief Administrative Officer**  
**From: Adam Arand, Fleet Services Supervisor**  
**Re: Sole Sourced Purchase – New Boom Flail Mower Attachment**

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**AIM**

To obtain Council approval for an exemption to the Procurement of Goods and Services bylaw by permitting the sole sourced purchase of a Trackless Boom Flail Mower attachment.

**BACKGROUND**

The approved 2024 Capital Budget includes \$52,000 for the procurement of a new boom flail mower attachment for the parks department's trackless machine.

The City's Procurement of Goods and Services by-law requires all purchases of goods and services exceeding \$25,000 to be made only after formal tenders have been called.

**COMMENTS**

The Parks department has decided to expand the usefulness of their trackless machine by procuring a boom flail mower attachment, the attachment is a proprietary item manufactured by Work Equipment. This attachment will allow for the department to better manage grass and overgrowth on inclines that are too steep for conventional equipment or pose a safety concern to staff.

Trackless machinery is manufactured in Courtland, Ontario and sold through Work Equipment a subsidiary of Federal Signal. The City has at times been a proving ground for Trackless and has developed a good rapport with the manufacturer, suggesting changes as items are tested. Due to this relationship, the City is able to purchase equipment directly from the manufacturer instead of a dealer and thus avoid mark up costs.

Staff is very satisfied with the performance and quality of the Trackless line of equipment and the service provided by the manufacturer. The equipment is interchangeable between units if the need arises. The city currently maintains 2 trackless boom flails in the fleet allowing for easier staff training and stocking of parts.

**RECOMMENDATION**

That Woodstock City Council waive the tendering requirements of the procurement of goods and services policy and authorize the purchase of a boom flail mower attachment in the amount of \$49,027.95 from Work Equipment.

*Authored by: Adam Arand, Fleet Services Supervisor*

*Approved by: Dan Locke, C.E.T., Director of Public Works*

*Approved by: David Creery, P.Eng., MBA, Chief Administrative Officer*