

To: David Creery, Chief Administrative Officer

From: Adam Arand, Fleet Services Supervisor

Re: Parks Department Replacement Tractor

AIM

To request Council's approval for a sole source purchase of a Kubota Tractor 39HP 4WD, with trade-in valued at \$53,449.16 excluding taxes with trade.

BACKGROUND

The current tractor has surpassed its useful life, indicated by higher operational hours relative to its age. This has led to increased maintenance needs and a greater risk of downtime. The Kubota Tractor 39HP 4WD is recommended as a replacement, ensuring continuity and operational efficiency, based on staff's positive past experiences and familiarity with the brand. Moreover, it was the only bid received.

COMMENTS

The approved 2025 Capital Budget includes Project EQU00033 – Replacement of Tractors, financed through equipment reserves. This budget accounts for the tractor replacement, as well as a blower and broom essential for winter snow removal in downtown areas and around City Hall.

The total cost, without trade-in, is \$71,300.14 for the tractor and attachments. However, trading in two retired tractors, JD3320 and JD1445 reduces the total by \$24,000. The unit was tendered on the City Bids and Tenders website. Blower and broom attachments for winter operations were included in the tender and account for \$6,149.02 of the quoted cost. At the time of close of tender, only one bid was received. The total quoted price of the tractor with attachments and trade-ins is \$53,499.16. This results in a \$12,792 budget overage in capital budget line EQU00033. This overage will be financed from project EQ00011 Parks – Replace Wide Area Mowers, which has been purchased and has surplus funds that can be allocated for this purchase.

ATTACHMENTS

N/A

RECOMMENDATION

That Woodstock City Council approve the sole source purchase of a Kubota Tractor 39HP 4WD for Project EQU00033 Parks – Replace Tractors at a cost of \$53,449.16 excluding taxes, funded from the Equipment Reserve Fund.

Authored by: Adam Arand, Fleet Services Supervisor

Approved by: Jeff Molenhuis, P.Eng., Director of Public Works

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