

COUNCIL REPORT

To: Mayor and Council

From: Operations

Date: August 4, 2023

Subject: RFP DOM-23-06-23 Winter Abrasive Material

RECOMMENDATION:

THAT Council awards the Request for Proposal # DOM-23-06-23 Winter Abrasive Material to Mackenzie Gravel for a two-year contract for the amount of up to \$55,640 plus GST per year;

AND THAT the Chief Administrative Officer be authorized to execute the contract and any related documentation.

BACKGROUND:

In alignment with Policy 3.1 – Purchasing Procurement Procedures & Guidelines, the District of Mackenzie posted a Request for Proposal (RFP) for the supply of winter abrasive material. The tender was posted on BC Bid and the District of Mackenzie website from June 26, 2023 – July 31, 2023. Local contractors were also informed of the opportunity. One bid was received from Mackenzie Gravel. The bid was evaluated against the following criteria and weighting:

- | | |
|-----------------------------------|-----|
| 1. Budget and Price | 40% |
| 2. Ability to Meet Specifications | 40% |
| 3. References | 20% |

Mackenzie Gravel was the supplier of the previous contract. Staff are confident in their product and service based on this experience.

BUDGETARY IMPACT:

\$55,640 per year would be allocated from the Public Works operating budget to support the recommendation. This is an increase of \$7,490 from the previous contract price of \$48,150.



COUNCIL PRIORITIES:

Strong Governance and Finances

- As the municipality's elected governing body, we serve all residents and businesses in the community. We engage residents and stakeholders on important issues and make our decisions through open and transparent processes. We are careful in our use of resources, mindful of the need to maintain programs and services, while also meeting the community's infrastructure needs.

RESPECTFULLY SUBMITTED:

Jody Murray, Director of Operations

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer