

Township of Southgate
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Staff Report REC2023-003

Title of Report: REC2023-003-Recreation Vehicle Purchase
Department: Recreation
Council Date: April 26, 2023

Recommendation:

Be it resolved that Council receive Staff Report REC2023-003 for information.

Background:

2023 Capital Budget, the Recreation Department included a purchase for a used $\frac{3}{4}$ Ton Pickup Truck.

Staff Comments:

In accordance with Purchasing Policy No. 5, Section 4 - Informal Procurement Process, Subsection 4.1.2 Request for Quotation, the Recreation Manager prepared a Request for Quote document including specifications required by the department.

With the limited supply of used trucks, that meet the required specifications, constant research on available vehicles was tallied since February 1, 2023.

The best available Truck within the budget and specification was found at Trillium Ford, being a 2018 Ford 250 Super Duty $\frac{3}{4}$ Ton Pickup. Procurement Pricing was \$40,510 plus taxes and licencing.

Financial Implications:

The 2023 Capital Budget included a recreation pick up truck purchase budgeted for \$50,000. Purchasing Policy #5 for purchases under \$50,000 requires Treasurer and CAO approval, both persons approved the purchase.

Communications & Community Action Plan Impact:

Goal 4 - Adequate and Efficient Public Facilities

Concluding Comments:

In research over 100 vehicles online, the Recreation Manager believes the purchase price and vehicle was the best value for the needs of the Municipality.

Respectfully Submitted,

Dept. Head: Original Signed By
Kevin Green, Recreation Manager

CAO Approval: *Original Signed By*
Dina Lundy, CAO

Attachments: