

Staff Report

Report To: City Council
Report From: Bradey Carbert, Manager of Corporate Services
Meeting Date: December 12, 2022
Report Code: CR-22-108
Subject: Approval of Non-standard Procurement – Ice Resurfacer Replacement

Recommendations:

THAT in consideration of Staff Report CR-22-108 respecting Approval of Non-standard Procurement – Ice Resurfacer Replacement, City Council:

1. Approves the non-standard procurement for the supply and delivery of One (1) New Ice Resurfacer from Zamboni Company Ltd. for \$106,766.64, including the City's non-refundable allocation of HST; and
2. Authorizes the Director of Corporate Services to issue a Purchase Order for the purchase of the necessary equipment.

Highlights:

- The replacement of the Bayshore Ice Resurfacer is approved in the 2023 Capital Budget.
- The existing unit will be 14 years old at the time of replacement and will have over 4,500 hours of service.
- The anticipated delivery date of a new ice resurfacer is currently estimated at 43 weeks from the time of purchase order.
- The Bayshore Community Centre does not have a backup ice resurfacer on-site, which is a requirement of the Ontario Hockey League.

Strategic Plan Alignment:

This report supports the delivery of Core Service.

Previous Report/Authority:

The replacement of the Bayshore Ice Resurfacer is approved in the 2023 Capital Budget.

Background:

Section 33 of the By-law 2020-022 (Purchasing By-law) permits non-standard procurement processed under a series of options, including the procurement of goods, services, construction, or consulting services through a Vendor of Record (VoR) program, where analysis supports best value.

The City joined the Local Authority Services (LAS) Canoe Procurement program in the fall of 2022 to leverage pricing received under the competitive procurement programs initiated by the Canoe Procurement program.

Section 34 of the Purchasing By-law requires that non-competitive purchases greater than \$100,000 must be approved by Council.

Analysis:

Staff are recommending the non-competitive procurement award for the supply and delivery of one (1) new ice resurfacer from Zamboni Company Ltd. through the LAS Canoe Procurement Sports Arena Supply VoR program.

Zamboni Company Ltd. was the highest-scoring proponent for the supply of ice resurfacers and other ice maintenance equipment through the competitive bid process completed by the LAS Canoe program. The pricing component of their submission includes a 3% discount below the manufacturer's suggested retail price for their products.

In addition to the benefits of the VoR program, Arena Operations staff support the purchase of the new ice resurfacer from Zamboni Company Ltd. because of the current satisfaction of the operation of similar equipment and associated supply of service and parts and the access to the mobile repair service. The City has an existing Zamboni in operation at the Julie McArthur

Regional Recreation Centre and has been satisfied with the unit. The delivery of the new Zamboni ice resurfacer is anticipated within 43 weeks of the issuance of a Purchase Order by the City.

Maintenance of Existing Ice Resurfacer:

While not initially identified in the approved Capital Project Sheet, Arena Operations PC – consider “proposes” retaining ~~staff intends to keep~~ the existing 2008 Olympia Ice Resurfacer as a backup unit at the Bayshore Community Centre.

Section 7 of the OHL Arena Facility Manual states, “It is a requirement there be two Zamboni’s on-site exclusive for all games and in a position to respond immediately to any on-ice situations, including but not limited to between periods and the commencement of a shootout or overtime.”

Historically, and due to the proximity of the Bayshore Community Centre to the Julie McArthur Regional Recreation Centre, the City has been able to utilize one of the ice resurfacers from the Julie McArthur Regional Recreation Centre during in-game breakdowns of the existing Olympia ice resurfacer. While this option has been used in the past, it comes with significant operational and liability concerns due to the wear and tear on tires and suspension by driving the machine on roads and down steep hills, the likelihood that this task is completed in the dark and with limited lighting on the existing units, and the time to drive between the two facilities and associated delay on game operations.

Arena Operations are recommending that the City maintain a permanent backup ice resurfacer at the Bayshore Community Centre to meet OHL requirements and to mitigate the above-mentioned operating and liability issues. The intention is to cycle through the City’s oldest or highest-hour ice resurfacer to the Bayshore Community Centre in future years rather than purchase a dedicated machine. The cost of the maintenance of this machine is identified below.

Financial Implications:

The approved 2023 Capital Budget for the replacement of the Bayshore Ice Resurfacer is \$120,000 and is funded from the fleet and equipment reserve fund.

The bid submitted by Zamboni Company Ltd. is \$106,766.64, including the City's non-refundable allocation of HST, resulting in a budget surplus of \$13,233.36. The surplus funds will be maintained within the fleet and equipment reserve fund to be utilized towards future arena operations equipment replacement or to fund unexpected significant repairs.

Due to its minimal anticipated use, the estimated annual cost of keeping the existing unit as a backup ice resurfacer is estimated to be \$500 annually.

Communication Strategy:

The Request for Proposal, issued by the LAS Canoe Procurement program / Sourcewell in the fall of 2020, was posted in accordance with the requirements of the City's purchasing policies and procedures.

Consultation:

Manager of Arena Operations

Attachments:

Capital Budget Sheet 23H.11 – Bayshore Ice Resurfacer Replacement

Recommended by:

Kate Allan, Director of Corporate Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Bradey Carbert, Manager of Corporate Services, at bcarbert@owensound.ca or 519-376-4440 ext. 1240.