



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation X	Decision Request ☐	Councillor Activity ☐
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To: Council

Submitted by: 

Todd Richard, Director, Public Works

Date: July 23, 2023

Subject: Sidewalk Machine Replacement

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act, Section 65 authorizes Council to expend funds for municipal purposes.

RECOMMENDATION or DECISION REQUEST

It is recommended that...

...that Council approves the purchase of a Maclean Municipal Tractor (Sidewalk Machine) and attachments at a cost of \$178,208.00 plus 5% contingency and applicable taxes from Atlantic Coastal Equipment.

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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With the increasing number of sidewalks, combined with the new service level expectations it was identified in the 2024-25 Capital budget to purchase a new Municipal Tractor and attachments.

DISCUSSION

Council approved the budget for the purchase of an additional Municipal Tractor and necessary attachments. Staff reached out to both Atlantic Coastal Equipment and Saunders Equipment Ltd to secure pricing through cooperative procurement, described in the West Hants Procurement Policy. Staff received quotes from each vender based on the request. Atlantic

Coastal Equipment's pricing was an approved Piggyback of a tender issued by the Town of Stellarton which closed on September 22, 2023. Saunders Equipment Ltd provided a price through Canoe Procurement.

	Atlantic Coastal Equipment	Saunders Equipment Ltd.
Quote	\$178,208.00	\$177,795.00

NEXT STEPS

FINANCIAL IMPLICATIONS

2024-25 Capital Budget – Additional Sidewalk Machine

Quote Pricing	\$178,208.00
Contingency (5%)	\$8,910.40
Non-Recoverable Tax (4.29%)	\$8,027.38
Total 2024-25 Expected Cost	\$195,145.78
2024-25 Total Budget Value	\$240,000.00
Variance (over budget)	\$44,854.22

Within the 2024-25 Capital Budget, this additional sidewalk machine is scheduled to be funded through long-term debt. As this equipment has come in under budget, there is an estimated \$5,326 savings in debt servicing for the sidewalk machine.

ALTERNATIVES

- Council could direct Staff to post a public tender specific to WHRM, however this would delay the process approximately one to two months. This is not recommended as it would prolong the delivery of the machine and the process used is within the West Hants Procurement Policy.

ATTACHMENTS

- Pages 5-8 of the Town of Stellarton Tender Document
- Atlantic Coastal Equipment quote, including the note extending the “piggy back” clause to WHRM
- Saunders Equipment quote including the note with the Canoe Procurement discount.

CHIEF ADMINISTRATIVE OFFICER REVIEW

N/A

Report Prepared by: _____
Troy Burgess, Manager, PW Operations

Report Reviewed by: 

Todd Richard, PW Director
(Name and Title)

Report Approved by: _____

REQUEST FOR QUOTATION FORM
Town of Stellarton
Request for Quotation - Equipment Purchase
Municipal Sidewalk Tractor

To furnish and deliver one (1) Municipal Sidewalk Tractor and Various Attachments in accordance with the specifications listed above. The undersigned bidder has carefully examined the form of Request for Quotation and the specifications to furnish and deliver the utility vehicle listed below and described in the above specifications and will accept in full payment, the following price:

1) Tender Price (Municipal Tractor) \$ 157,583.00

PROVISIONAL ITEMS (TO BE INCLUDED IN TOTAL PRICE):

2) Automatic greasing system: \$ 3600.00
3) Tow behind spreader (2.5 yd galvanized): \$ 24,500.00

SUBTOTAL PRICE
(INCLUDING PROV. ITEMS): \$ 185,683.00

HST: \$ 27,852.45

TOTAL: \$ 213,535.45

Company Name: ATLANTIC COASTAL EQUIPMENT

Mailing Address: 186 TRURO HEIGHTS RD

TRURO, NS B6L 1X1

782-370-0322
Phone Number

tyler.whitehead@aeal.ca
Email

Tyler Whitehead
Authorized ~~Sign~~ing Officer

2023-09-18
Date

TYLER WHITEHEAD
Print Name

SALES REP
Title of Signing Officer

Specifications

Municipal Sidewalk Tractor

The following specifications describe the minimum requirements for a Municipal Sidewalk Tractor to be supplied to the Town of Stellarton. The equipment shall be new, manufactured the same year or succeeding year of the bid, of current design and production model and available to the commercial market. **Any variation from the specifications must be noted on the bid and may be cause for rejection.** One copy of the manufacturer's published specification shall be included with the Tender. The machine must be designed to accommodate all attachments.

Specifications	Meets or Exceeds	Comments
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1	General Requirements.		
1.1	Make (specify)	Maclean	
1.2	Model (specify)	MV5	
1.3	Year (specify) – 2023 or 2024	2024	
1.4	One (1) year warranty	YES - 12 MONTHS	

2	Engine		
2.1	Diesel Tier 4 or Tier 5 engine	TIER 4 FINAL	
2.2	Minimum 74 Horsepower	State HP: 74HP @ 2400 RPM	
2.4	Engine Block Heater	☒ Yes ☐ No	

3	Transmission		
3.1	Automatic Hydrostatic with high/low range	☒ Yes ☐ No	LOW / MED / HIGH

4	Chassis		
4.1	Vehicle height (specify)	83"	
4.2	Vehicle width must be between 50 & 52 inches(specify)	50.1"	
4.3	Back up alarm	☒ Yes ☐ No	
4.4	Hydraulic brakes on four wheels, park brake	☒ Yes ☐ No	
4.5	Tail lights, signal lights, front and rear (LED), brake lights (LED), four head lights (low and high beam sets), light on back for salting, roof mounted 360 degree LED warning light and guard, emergency 4 way flashers	☒ Yes ☐ No	

5	Cab, Safety, Controls		
5.1	Cab Size (specify)	☒ Yes ☐ No	
5.2	Insulated cab	☒ Yes ☐ No	
5.3	Sound absorption on interior surfaces	☒ Yes ☐ No	
5.4	Interior heating and air conditioning	☒ Yes ☐ No	
5.5	AM/FM Radio with Bluetooth compatible	☒ Yes ☐ No	
5.6	Air ride seat, arm rest, lumbar support	☒ Yes ☐ No	
5.7	Inside rear-view mirror	☒ Yes ☐ No	
5.8	Gauges (tachometer, hours, temperature, oil, pressure, hydraulic temperature, volts, fuel)	☒ Yes ☐ No	
5.9	Fire extinguisher, accessibly mounted	☒ Yes ☐ No	

5.10	Adjustable steering wheel	☒ Yes	☐ No	
5.11	Horn	☒ Yes	☐ No	
5.12	Sun visor	☒ Yes	☐ No	
5.13	Multiple speed windshield wipers, front and rear	☒ Yes	☐ No	
5.14	Outside heated mirrors	☒ Yes	☐ No	
5.15	Dome light	☒ Yes	☐ No	
5.16	Three-point seat belt	☒ Yes	☐ No	
5.17	Back up camera	☒ Yes	☐ No	
5.18	Fire extinguisher	☒ Yes	☐ No	
5.19	Ride Control	☒ Yes	☐ No	

6	Tires			
6.1	Winter tires	☒ Yes	☐ No	

7	Training			
7.1	Minimum 4-hour training with operators/mechanics	☒ Yes	☐ No	

8	Miscellaneous			
8.1	Four (4) sets of keys	☒ Yes	☐ No	
8.2	Minimum 4 hours mechanical training to maintenance staff	☒ Yes	☐ No	
8.3	Slow moving vehicle sign	☒ Yes	☐ No	

*Quote valid for 7-days.



57 Pepin Road
Fredericton, NB E3B 8J9
(506) 458-9460
www.saundersequipment.com

QUOTE

Date	Quote #
2024-07-04	4958

Customer
West Hants Regional Municipality PO Box 3000, 76 Morison Drive West Hants, NS B0N 2T0

Sales Representative
Justin Farrow, Territory Manager Nova Scotia Cell (902) 943-1060 jfarrow@saundersequipment.com

Requested by	Troy Burgess
Phone	798-8391

FOB	West Hants
Terms	Net 30

Item	Description	Qty	Price	Total
MT7 WH	TRACKLESS MT7 MUNICIPAL TRACTOR (STOCK UNIT)	1	182,385.00	182,385.00
ZVPH	TRACKLESS 5-WAY PLOW COMPLETE	1	8,229.00	8,229.00
ZHS	TRACKLESS REAR MOUNTED SALT & SAND SPREADER, SINGLE AGITATOR	1	7,711.00	7,711.00
DISCOUNTS	CANOE PROCUREMENT (#093021-ELG) DISCOUNT -3%		-5,949.75	-5,949.75
Freight	FREIGHT	1	3,945.00	3,945.00
DISCOUNTS	SAUNDERS EQUIPMENT DISCOUNT		-18,525.25	-18,525.25

GST/HST No. 104730163

Specifications/pricing subject to change without notice. All pricing quoted, plus applicable taxes.

Subtotal	CAD 177,795.00
HST	CAD 26,669.25
Total	CAD 204,464.25

ZAMBONI



labrie



Trackless
VEHICLES



BUCHER
municipal



LeeBoy

