

<b>TO:</b>	<b>CHAIR AND MEMBERS FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING ON MONDAY, JULY 16, 2012</b>
<b>FROM:</b>	<b>JOHN BRAAM, P.ENG ACTING EXECUTIVE DIRECTOR, PLANNING, ENVIRONMENTAL &amp; ENGINEERING SERVICES &amp; CITY ENGINEER</b>
<b>SUBJECT:</b>	<b>ZAMBONI EQUIPMENT MANUFACTURER REPLACEMENT PARTS - SINGLE SOURCE</b>

<b>RECOMMENDATION</b>
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That, on the recommendation of the Acting Executive Director, Planning, Environmental & Engineering Services & City Engineer,

- a) That approval hereby **BE GIVEN** to enter into negotiations with Zamboni & Co., Ltd., P.O. Box 1388, Brantford, Ontario, N3T 5T6, for a contract on an annual basis for the Supply and Delivery of Ice Resurfacing (OEM) replacement parts.
- b) That the civic administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this contract; and
- c) That approval hereby given **BE CONDITIONAL** upon the Corporation entering into negotiations annually for satisfactory prices, terms and conditions with Zamboni & Co., Ltd. to the satisfaction of the Acting Executive Director, Planning, Environmental & Engineering Services & City Engineer; and
- d) Approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or having a purchase order relating to the subject matter of this approval.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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Single Source report for the purchase of four (4) Ice Resurfacing Machines from Zamboni & Co., Ltd – Council Resolution November 8, 2011

<b>BACKGROUND</b>
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**Purchasing Process**

Four (4) Ice Resurfacing Machines were purchased as a single source procurement January 2012 from Zamboni & Co., Ltd for use in the City arenas. Replacement parts will be necessary for the equipment and will be ordered “as and when” required for the life expectancy of these units. Zamboni & Co., Ltd. is the only supplier for the OEM replacement parts.

There are currently a total of fourteen (14) Zamboni Ice Resurfacing Machines that are used in the City arenas.

This recommendation is in compliance with our ‘Procurement of Goods and Service Policy’ as per Section 14.4 Single Source, clauses d and e.

**Financial Impact**

Funding for the OEM replacement parts is provided in the 2012 Current Operating Budget.

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**Acknowledgements**

This report was prepared with input from Barrie Galloway, Manager Operations - Mechanical and Billy Sevier, CIM, Procurement Specialist, Purchasing & Supply.

<b>SUBMITTED BY:</b>	<b>RECOMMENDED BY:</b>
<b>MIKE BUSHBY DIVISION MANAGER FLEET SERVICES</b>	<b>JOHN BRAAM, P.ENG. ACTING EXECUTIVE DIRECTOR, PLANNING, ENVIRONMENTAL &amp; ENGINEERING SERVICES &amp; CITY ENGINEER</b>
<b>REVIEWED &amp; CONCURRED BY:</b>	<b>REVIEWED &amp; CONCURRED BY:</b>
<b>JAY STANFORD DIRECTOR - ENVIRONMENTAL PROGRAMS &amp; SOLID WASTE</b>	<b>MIKE TURNER DEPUTY CITY TREASURER</b>

Cc: John Freeman, Manager, Purchasing & Supply