



**City of Kingston  
Report to Council  
Report Number 19-179**

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**To:** Mayor and Members of Council  
**From:** Craig Desjardins, Director, Strategy, Innovation and Partnerships  
**Resource Staff:** Rick Reed, Airport Manager  
**Date of Meeting:** June 18, 2018  
**Subject:** Purchase Airport Trailer Mounted Chemical Spreader

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**Executive Summary:**

Kingston Airport issued a Request for Proposals, (RFP) for the purchase of one (1) trailer mounted chemical spreader as an essential piece of equipment for winter maintenance of the aircraft movement surfaces. Only one submission was received in response to the RFP process from Team Eagle Ltd., Campbellford Ontario at \$158,320.00 plus applicable taxes. There are sufficient funds in the approved capital budget for this purchase.

**Recommendation:**

**That** Council authorize the Mayor and Clerk to execute an agreement, pursuant to RFP F31-CES-AP-2019-1, with Team Eagle Ltd. for the purchase of one trailer mounted winter chemical spreader, in a form satisfactory to the Director of Legal Services.

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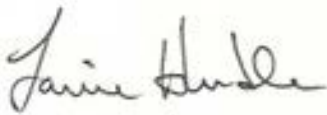
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**Authorizing Signatures:**



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**Craig Desjardins, Director,  
Strategy, Innovation and  
Partnerships**



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**Lanie Hurdle, Acting Chief  
Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Gary Dyke, Commissioner, Corporate Enterprise Services	Not required
Peter Huigenbos, Acting Commissioner, Community Services	Not required
Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required
Sheila Kidd, Commissioner, Transportation & Public Works	Not required

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**Discussion:**

In accordance with the City's Purchasing By-Law, F31-CES-AP-2019-1 was publicly advertised on Biddingo and closed on May 8, 2019. A request for proposal was used for this procurement as it was important for the proponents to prove their ability to provide service by the required date of October 1, 2019. One submission from Team Eagle Ltd. was received. The submission was evaluated using the following criteria and weighting as specified in the RFP:

<b>Evaluation Criteria</b>	<b>Weighting</b>
Pricing & Related Costs	50%
Product Quality, Suitability, Availability and Value Added Components	40%
Company Profile, Resources and Experience	7%
Accessibility Statement	3%

<b>Company</b>	<b>Total Price (excl. HST)</b>	<b>Score</b>
Team Eagle Ltd.	\$158,320.00	100%

This equipment is specialised and is mostly manufactured in Europe. The EPOKE anti-icing spreader is made in Denmark. Team Eagle Ltd., a family operated Canadian company located in Campbellford, Ontario is the sole Canadian distributor for much of the airfield maintenance equipment used by Canadian Airports. It is therefore not unusual that the City would receive only one bid as the Europeans would be at a disadvantage unless represented in Canada.

Team Eagle Ltd. has advised that the delivery date is 16 weeks from the placing of an order.

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**Existing Policy/By-Law:**

By-law 2000-134, a By-law to Establish Purchasing Policies and Procedures for the City of Kingston

**Notice Provisions:**

Not applicable

**Accessibility Considerations:**

Not applicable

**Financial Considerations:**

There are sufficient funds approved in the 2019 capital budget for this purchase.

**Contacts:**

Rick Reed, Airport Manager 613-546-4291extension 1731

**Exhibits Attached:**

Not applicable