SUBJECT: Award of Corporate Tender C12-07-09 Supply and Delivery of Various Fertilizers (FCS09049) (City Wide)

RECOMMENDATION:

That the Corporate Tender C12-07-09 for the Supply and Delivery of Various Fertilizers be awarded to the lowest compliant Bidder, Maple Farm Supply Ltd., with an estimated annual total of $200,000.

Antonio D. Tollis
Acting General Manager
Finance and Corporate Services

EXECUTIVE SUMMARY:

This is a Corporate Tender for the Supply and Delivery of Various Fertilizers which are utilized primarily by the Parks and Cemeteries Division of the Public Works Department and the Recreation Division of the Community Services Department.

The term of the Contract is for the 2009 season, expiring December 31, 2009.

As per Purchasing Policy, Section 4.4, Policy 4 - Approval Authority, item 4(b), approval is required for the award of Corporate Contracts.
BACKGROUND:

The Purchasing Section issued this Request for Tenders for the Supply and Delivery of Various Fertilizers on March 17, 2009, and closed on March 31, 2009. Two (2) Bidders picked up the tender documents and only one (1) compliant bid was received.

ANALYSIS/RATIONALE:

The City benefits from discounted volume based pricing when a Corporate Tender is issued versus each individual department securing prices on their own for products that are the same. Management of the procurement of all of these products is vastly simpler when dealing with a few vendors versus many vendors.

Submission Results

<table>
<thead>
<tr>
<th>BIDDER</th>
<th>ESTIMATED ANNUAL EXPENDITURE</th>
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<tbody>
<tr>
<td>Maple Farm Supply Ltd.</td>
<td>$200,097.45</td>
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The recommendation for the award of this Contract is to Maple Farm Supply Ltd., who submitted the compliant bid with the lowest unit price for each item, which is in accordance with the Request for Tenders document.

ALTERNATIVES FOR CONSIDERATION:

The alternative method would be to secure competitive bids for each department, which would result in the duplication of effort, and the City would not see any cost savings by combining the required services for several departments.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

None.

POLICIES AFFECTING PROPOSAL:

Purchasing Policy, Section 4.4, Policy 4 - Approval Authority, requires Council approval when the Request for Tender is a Corporate Contract.

RELEVANT CONSULTATION:

Parks and Cemeteries Division of the Public Works Department and the Recreation Division of the Community Services Department were consulted and provided input for this Request for Tender with respect to specifications and special provisions.
CITY STRATEGIC COMMITMENT:

By evaluating the “Triple Bottom Line”, (community, environment, and economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced. ☑ Yes ☐ No

Environmental Well-Being is enhanced. ☑ Yes ☐ No

Economic Well-Being is enhanced. ☑ Yes ☐ No

The issuance of this Corporate Tender enhances buying power and ensures that volume discounts are maximized for the City.

Does the option you are recommending create value across all three bottom lines? ☑ Yes ☐ No

Do the options you are recommending make Hamilton a City of choice for high performance public servants? ☐ Yes ☑ No