

# BID APPROVAL NOTE

**Bid # and Name:** 2020194 – Supply and Delivery of Caterpillar Parts  
**Date Prepared:** Thursday, February 11, 2021  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Shawn Skinner, Finance & Administration  
**Ward:** N/A

**Department:** Finance and Administration  
**Division:** Supply Chain  
**Quotes Obtained By:** Jessica Squires  
**Budget Code:** Charged to various user operating budgets as required  
**Source of Funding:** Operating

**Purpose:**

To provide Caterpillar Parts to the Fleet division. These items will be stocked in the City's central stores to ensure accessibility on an as required basis.

**Results:**     As attached         As noted below

Vendor Name	Bid Amount
Toromont Cat	\$102,831.36

**Expected Value:**     As above  
                               Value shown is an estimate only for a 1 year period. The City does not guarantee to buy specific quantities or dollar value.

**Contract Duration:**        From date of award up to October 16, 2021, with the option to extend for 1 additional 1-year period

**Bid Exception:**                None

**Recommendation:**

That Council award open call 2020194 – Supply and Delivery of Caterpillar Parts, to the lowest and only bidder meeting the specifications, Toromont Cat for \$102,831.36 (excluding HST), as per the Public Procurement Act.

**Attachments:**



**Report Approval Details**

Document Title:	2020194 - Supply and Delivery of Caterpillar Parts.docx
Attachments:	
Final Approval Date:	Feb 11, 2021

This report and all of its attachments were approved and signed as outlined below:

**Rick Squires - Feb 11, 2021 - 11:49 AM**

**Derek Coffey - Feb 11, 2021 - 12:42 PM**