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**TO:** CITY MANAGER **DATE:** 2012 May 17

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

**SUBJECT: HIRED EQUIPMENT EXPENDITURE APPROVAL**

**PURPOSE:** To seek Council's approval to increase the purchase order limit for Hired Equipment Services provided by Jerry Williams Excavating Ltd.

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**RECOMMENDATION:**

1. **THAT** Council approve the continued use of Hired Equipment Services provided by Jerry Williams Excavating Ltd.

**REPORT**

The City retains a number of contractors to provide hired equipment services as required to assist City forces in completing construction and maintenance programs. This involves peak workload supplemental services as well as specialized equipment services.

Jerry Williams has for several years provided the City with specialized equipment to assist with playground construction, sports field improvements and general park construction projects at competitive rates. In the Fall of 2010, the hired equipment bid process was changed to a two year term encompassing both 2011 and 2012.

The expenditure over the first 16 months of the contract has reached \$230,000. Staff are projecting expenditures will reach \$340,000 by the end of the two year term based on the project work identified for completion this year. It is recommended that staff be authorized to increase the value of the 2011/2012 purchase order with Jerry Williams Excavating to \$340,000.

Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

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Copied to: Director Finance  
Purchasing Manager  
Deputy Director Engineering