

Meeting Date	March 25, 2025
Subject	2025 Ice Painting Procurement
Road to 2035	The Town of Renfrew will determine levels of service for all Town programs and infrastructure, including operations and maintenance.
Recommendation	That Committee of the Whole recommends that Renfrew Town Council approve the procurement of Eastern Rink Services as the lowest bidder at a quoted price of \$7,615.98 to paint myFM Centre ice pads in preparation for the 2025-2026 ice season.
Originator	Shawn Eckford, MA, BSM
CAO Review	<p>This is a tender process that is required to be done annually unless the Town wishes to enter into a multi-year contract. As Council had made decision to move away from Eastern Rink Services in 2024, staff are seeking Council's direction as to the preferred vendor for 2025 as the procurement policy only permits for the lowest to be awarded, unless Council authorizes otherwise.</p> <p>Gloria Raybone, CPA, CA, Dipl.M.A. – Chief Administrative Officer.</p>
Financial Comment	<p>The 2025 Budget will reflect the decision of Council.</p> <p>Charlene Jackson – Treasurer/Director of Finance and Corporate Services.</p>
Committee and Council Timing	To be considered on March 25, 2025 for final adoption by Council at the April 8 th Council Meeting.
Background	<p>Ice painting at the myFM Centre (formerly Ma-te-way Activity Centre) had been historically completed by Eastern Rink Services until the 2024 ice painting, when it was completed by Canadian Rink Services from Atwood, Ontario.</p> <p>For 2025 ice painting, quotes were solicited from three ice painting companies: Canadian Rink Services, Wall-2-Wall Ice from Stittsville Ontario and Eastern Rink Services. Eastern Rink Services has quoted the lowest in the request process by \$3,436.55.</p>

According to the Procurement policy, prescribed Council approval is required for:

3.2.d: when a request for tender is not awarded to the lowest compliant bid and

3.2.i: where a major irregularity precludes the award of a tender to the supplier submitting the lowest responsive bid.

Options

The options available to the Town are noted below:

1. Award the ice painting to Eastern Rink Services.
2. Select the next lowest bidder, Wall-2-Wall Ice, at a quoted price of \$11,052.53.

Impact of Options

Various considerations for each of the options are noted by option number below:

1. The company is familiar with the Deslauriers ice pad. They are the lowest bidder. This decision is in alignment with the procurement policy. Council in 2024 opted to move away from this company but did not formally disqualify them from future tendering, and were therefore eligible in 2025's process.
2. Selecting the next lowest bidder would result in an extra \$3,436.55 of spending. It would also require Council to justify waiving the procurement policy. However, Council may wish to consider this option if any concerns that were identified in 2024 that resulted in the changed company are of concern still.

Respectfully submitted for your consideration.