



MEMORANDUM – COUNCIL DECISION ITEM

From: Mike Hidlebaugh **Date:** December 7, 2017
To: Barry Elliot, CAO
Re: Purchase of Commercial Dishwasher for Evergreen Centre

Recommendation:

That Town Council approve the lease of a commercial dishwasher for the servery at the Evergreen Centre at a cost of \$126/month through Ecolab.

Problem Statement / Opportunity:

An allocation of \$15,150 was approved in the 2017 budget for the installation of a commercial dishwasher in the servery at the Evergreen Centre. Through discussions and consultations with companies that sell and lease commercial dishwashers, as well as user groups and a former tenant, it was evident that it would be most beneficial for the Evergreen Centre to lease a commercial dishwasher. There is no cost to maintain and service the dishwasher when it is leased through Ecolab.

Key Issues:

There is no cost to the Evergreen Centre for the service and maintenance of the dishwasher when leased through Ecolab and their 1-800 can be accessed at any time. If they cannot have one of their technicians to Nipawin in a timely fashion, they will contract the work to a local plumber at no cost to the Evergreen Centre. Ecolab has a stipulation that the lessee must purchase a minimum of \$150/month of janitorial supplies. The Evergreen Centre has a budget of \$8,500/year and does not have a current contract with a janitorial supply company.

Rationale:

In preparation for advancing the above administrative recommendation to council, quotes were received from multiple companies for the purchase and/or lease of a commercial dishwasher:

Eco Lab: Lease cost for dish washer including service and travel = \$125.95/month 5-year term

Accurate Leasing

Geanel Restaurant Supplies: Lowest purchase price for dish washer = \$6182.25

Geanel Restaurant Supplies: Highest purchase price for dish washer = \$22970.00

Implications:

The lease amount of \$126/month will need to be included in expenses for the Evergreen Centre in the 2018 budget.

Consultation:

Consultation was done with Nipawin Evergreen Centre staff, previous restaurant tenant, and an outside caterer.

Communication Strategy:

Communication with representatives from supply companies as well as other interested parties was frequent. Communication with user groups will be ongoing throughout the renovation of the servery.

Alternatives to the Recommendation:

Council may select to purchase a dishwasher. Council may elect to not proceed with this project

Time Frame:

The expected delivery date would be no later December 31, 2017.

Respectfully submitted,



Mike Hidlebaugh
Interim Director of Parks & Recreation

Reviewed & Concurred:



Barry Elliot, CAO



Lesley Richer, CPA, CGA
Director of Finance & Administration