

The Corporation of the City of Kawartha Lakes
Council Report

Report Number PUR2018-021

Date: May 8, 2018
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: 9, 10, 11 and 12

Title: Tender 2018-49-CT Supply and Delivery of One Low Floor Conventional Transit Bus

Author and Title: Marielle van Engelen, Buyer

Recommendation(s):

THAT Report PUR2018-021, **Tender 2018-49-CT Supply and Delivery of One Low Floor Conventional Transit Bus**, be received;

THAT Crestline Coach Limited of Saskatoon, SK, be selected for the award of Tender 2018-49-CT for the Supply and Delivery of One Low Floor Conventional Transit Bus and the optional feature of a backup camera for a total tender price of \$144,366.00, plus HST; and

THAT the Purchasing Division be authorized to issue a purchase order.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The 2018 approved capital budget 99418021 allocated \$190,000.00 for the purchase of one low floor conventional transit bus.

Request for Tender 2018-49-CT for the Supply and Delivery of One Low Floor Conventional Transit Bus was released for advertising in accordance with the Purchasing Policy.

The request for tender closed on April 19, 2018. Tenders were opened in public by Andy Lethem, Mayor and Ashley Wykes, Buyer, with the following results:

Tenders Received From:	Tender Amount Read at Opening (Not Including HST)
Crestline Coach Ltd. Saskatoon, SK	\$143,768.00

The tender requested pricing for the optional feature of a backup camera that was not read out at public opening.

In accordance with the purchasing policy, the results of a competitive procurement process are considered to be irregular when fewer than three submissions are received. The award of an irregular bid shall be approved in accordance with the Table of Authority, in this case, Council approval is required as the spend is over \$100,000.00.

The Tender was checked for mathematical errors and compliance to the tender call.

Rationale:

The City requires annual lifecycle replacement of a bus in accordance with the fleet asset management plan. All buses purchased must be either lift equipped or low floor models meeting Accessibility for Ontarians with Disabilities standards.

The purchase of this bus is within the five year strategy recommendation of replacement of one bus per year in 2016, 2017, 2018, 2019 and 2020.

Staff recommends that Crestline Coach Limited of Saskatoon, SK, be selected for the award for the Supply and Delivery of One Low Floor Conventional Transit Bus with the optional feature of a backup camera for the total tender price of \$144,366.00, plus HST.

Other Alternatives Considered:

No other alternatives are being considered at this time as the recommendation to award was obtained through a competitive procurement process and falls within the approved capital budget.

Financial/Operation Impacts:

Financing for Capital Project 99418201 was allocated through the approved 2018 capital budget for the supply and delivery of one low floor conventional transit bus.

Capital Project Number	Project Budget	Other Committed Funds	Capital Project Balance	Tender Amount (incl. HST)	HST Rebate	Total Tender Cost	Capital Project Balance
99418021	\$190,000	\$0	\$190,000	\$163,133	(\$16,266)	\$146,867	\$43,133

*A portion of the remaining capital balance will be used to outfit the bus with required items, such as decals, radio, side plating and licensing.

Any remaining balances after the project is completed will be dealt with through the capital close reports presented to Council by the Treasury Department in accordance with the Capital Close Policy. The remaining balance will be transferred back to the Fleet Reserve for future capital requirements.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

This recommendation resonates strongly with the three goals listed below, namely:

- Goal 1 – A Vibrant and Growing Economy. Transit continues to increase ridership and supports many businesses and residents within the town of Lindsay
- Goal 2 – An Exceptional Quality of Life. Transit assists residents in aging at home enhancing a quality of life for persons with disabilities.
- Goal 3 – A Healthy Environment. Transit ridership reduces people in cars, reduces congestion on roads and reduces greenhouse gases.

Consultations:

Junior Account

Department Head E-Mail: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson, Director of Public Works

Department File: 2018-49-CT