

The Corporation of the City of Kawartha Lakes
Council Report

Report Number PUR2019-004

Date: March 26, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: All

Title: Request for Quotation 2019-08-CQ Supply and Delivery of One Single and Four Tandem Axle Trucks (International or Mack)

Author and Title: Marielle van Engelen, Buyer
Co-Author and Title: Todd Bryant, Manager of Fleet and Transit Services

Recommendation(s):

That Report PUR2019-004, Request for Quotation 2019-08-CQ Supply and Delivery of One Single and Four Tandem Axle Trucks (International or Mack), be received;

That Winslow –Gerolamy Motors Limited be awarded quotation 2019-08-CQ Supply and Delivery of One Single and Four Tandem Axle Trucks, for the total amount of \$1,351,170.00 (not including HST) with optional features;

That subject to receipt of the required documents, the Procurement Division be authorized to issue a purchase order.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The 2019 approved capital budget 994190306 allocated \$250,000 for a single axle plow truck and budget 994190307 allocated \$1,160,000 for three tandem axle plow trucks and one tandem roll off truck.

In accordance with the City's Fleet Policy specifications are standardized in order to reduce cost for parts inventory, training, provide interchangeability with already existing equipment and software requirements. For that reason the trucks are to be manufactured by International and/or Mack

Request for Quotation 2019-08-CQ Supply and Delivery of One Single and Four tandem Axle Trucks was prepared and advertised in accordance with the Purchasing Policy.

The request for quotation closed on February 14, 2019. Quotations were opened in public by Andy Letham, Mayor and Ashley Wykes, Buyer, with the following results:

Company	Quoted Amount
Winslow-Gerolamy Motors Limited (Peterborough, ON)	\$1,334,620.00

The quotation requested pricing for the optional features that were not read out at the public opening. These features included a hardox dump body and tail gate for the single axle plow and tail gate with combination dump body spreader for the three tandem axle plow trucks.

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 quotation was checked for mathematical errors and compliancy to the quotation.

Rationale:

The City of Kawartha Lakes recognizes the importance of managing all municipally owned motorized equipment in a responsible and cost effective manner. The purchase of Plow Trucks aligns with the 2016-19 Strategic Plan and

support the Council adopted Policy, and to provide a consistent and uniform process to respond to Fleet issues as it relates to Fleet Policy

The single axle plow truck is replacing a unit in Lindsay while the three tandem plow trucks will be utilized in Burnt River, Sturgeon Point and Manvers. The roll off truck will be utilized at the Lindsay Landfill.

Staff recommends that Winslow-Gerolamy Motors Limited be awarded Request for Quotation 2019-08-CQ Supply and Delivery of One Single and Four Tandem Axle Trucks (International or Mack), for the total amount of \$1,351,170.00 (not including HST) with optional features.

Other Alternatives Considered:

No other alternative is being considered as a competitive procurement process was conducted.

Financial/Operation Impacts:

Capital Project Number	Project Budget	Other Committed Funds	Capital Project balance	Purchase Amount (excl. HST)	HST Payable	Total Amount	Project Balance
994190306	250,000	0	250,000	262,316	4,617	266,933	<16,932>
994190307	1,160,000	0	1,160,000	1,1088,854	19,165	1,108,019	51,981
Total	1,410,000	0	1,410,000	1,351,170	23,782	1,374,953	35,049

Any remaining surplus or deficit will be dealt with through the capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy

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

- Goal 1 – A Vibrant and Growing Economy
 Recommendations in this report will support effective road operations and service delivery to support the City.
- Goal 2 – An Exceptional Quality of Life
 Recommendations in this report will help support efficient delivery of road operations and assists the general well-being of residents.
- Goal 3 – A Healthy Environment

Recommendations in this report will assist the residents promoting activity health, education and employment

Consultations:

Junior Accountant

Department Head E-Mail: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson, Director of Public Works

Department File: 2019-08-CQ