

Council Report

Report Number: PUR2021-014
Meeting Date: May 18, 2021
Title: RFQ 2021-23-CQ Supply and Delivery of Three Medium Duty Trucks and One Medium Duty Conversion Truck
Author and Title: Marielle van Engelen, Buyer

Recommendation(s):

That Report PUR2021-014, RFQ 2021-23-CQ Supply and Delivery of Three Medium Duty Trucks and One Medium Duty Conversion Pick-up Truck, be received;

That Blue Mountain Chrysler Ltd., as the highest scoring respondent, be awarded the supply and delivery of three medium duty trucks;

That East Court Ford Lincoln Sales Ltd., as the highest scoring respondent, be awarded for the supply and delivery of one medium duty conversion truck;

That the deficit in the project, 994210212, of \$16,058 be funded by the Public Works section of the Fleet Reserve (1.32070);

That Council authorizes the option to renew the contract, with Blue Mountain Chrysler Ltd., after the initial year for the supply and delivery of medium duty trucks for four (4) additional one year terms based on the same terms and conditions of the original contract, satisfactory performance, mutual agreement and approval of the Fleet Capital budget;

That subject to the receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement; and

That the Procurement Division be allowed to create the purchase orders as required.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

A high score request for quotation was released for advertising in accordance with the Purchasing Policy requesting for the supply and delivery of the following:

Group 1 - three (3) medium duty, gasoline truck, full four doors, two-wheel drive with dump box, and Group 2 – one (1) medium duty, gasoline conversion truck with two wheel drive and two full doors. It was determined through the Fleet Division, in consultation with the requesting department, Water Waste Water Division, that a conversion truck best suited the needs of the department over a conventional van. A conversion truck is a pick-up truck that has been modified with a van body mounted to the frame of truck.

The high score quotation provided respondents the opportunity to provide pricing for one or more groups of vehicles.

RFQ 2021-23-CQ Supply and Delivery of Three Medium Duty and One Conversion Truck closed on April 8, 2021 and was opened by Launa Macy, Supervisor of Procurement with the following results

Submission Received From	Submitted for
Blue Mountain Chrysler Ltd.	Group 1
East Court Ford Lincoln Ltd.	Group 1 and 2
2281610 One Inc. O/A Ford Down Town Lincoln Downtown	Group 1 and 2
Lindsay Dodge Chrysler Jeep	Group 1 and 2

As per the Purchasing Policy, all awards that exceed the budget by more than \$10,000.00 and require additional funds must, be approved by Council.

During the evaluation of the submissions it was determined that 2281610 Ont. Inc. O/A Ford Downtown/Lincoln Downtowns' submission for Group 1 had a major irregularity and as per the Purchasing Policy resulted in the City rejecting the submission.

Submissions were evaluated according to the specific criteria and specifications contained in the high score quotation document.

Blue Mountain Chrysler Ltd. was found to be the highest scoring respondent for Group 1 and East Court Ford Lincoln Sales Ltd. was found to be the highest scoring respondent for Group 2.

Rationale:

The procurement of these vehicles falls in the line with the Non- Emergency Fleet Services Directive for life span replacement schedule.

Staff recommend that Blue Mountain Chrysler Ltd., as the highest scoring respondent, be awarded the supply and delivery of three medium duty pick-up trucks; and East Court Ford Lincoln Sales Ltd., as the highest scoring respondent, be awarded for the supply and delivery of one conversion pick-up truck.

Other Alternatives Considered:

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

Alignment to Strategic Priorities

Good Government

Recommendations in this report will ensure municipal assets are well maintained and well managed. A continuous review of operation efficiencies ensure that best municipal practices are adopted.

A Vibrant and Growing Economy

Recommendations in this report will support Public Works operations and service delivery.

Financial Impacts:

Capital Project Number	Project Budget	Other Committed Funds	Capital Project balance	Purchase Amount (excl. HST)	HST Payable	Total Amount	Project Balance
994210205	\$270,000	\$0	\$270,000	\$196,038	\$3,451	\$199,489	\$70,511
994210212	\$80,000	\$0	\$80,000	\$94,396	\$1,662	\$96,058	(\$16,058)

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

Consultations:

Fleet Supervisor
Supervisor, Cost Accounting

Department Head email: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson, Director of Public Works

Department File: 2021-23-CQ