



Council Report

Report Number: PUR2022-001
Meeting Date: January 25, 2022
Title: Supply and Delivery of Several Single and Tandem Axle Plow Trucks (Multi-Year Contract)
Author and Title: Marielle van Engelen, Buyer

Recommendation(s):

That Report PUR2022-001, **Request for Quotation Supply and Delivery of Several Single and Tandem Axle Plow Trucks (Multi-Year Contract)**, be received;

That Winslow-Gerolamy Motors Limited be awarded Quotation 2021-41-CQ Supply and Delivery of Several Single and Tandem Axle Plow Trucks (Multi-Year Contract);

That Council authorize the option to renew the contract after the initial term, for three (3) additional one (1) year periods, based upon annual budget approval, mutual agreement of the pricing and successful completion of the initial term and each term thereafter,

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

That the Procurement Division be authorized to issue a purchase order.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

A high score request for quotation was issued for the supply and delivery of several single and tandem axle plow trucks. The estimated need for replacement/new purchase of plow trucks up to and including the year 2025 was identified as follows:

Year	Single Axle Quantity	Tandem Axle Quantity
2021	1	4
2022	1	6
2023	0	6
2024	1	5
2025	0	5

A high score request for quotation is similar to a request for proposal, with pricing being more than 40% of the score. The remaining 60% was based on conformance to the specifications. High score quotations are treated the same as request for proposals where financial information is not disclosed publicly.

Quotation 2021-41-CQ Supply and Delivery of Several Single and Tandem Alex Plow Trucks, Multi-year Contract was issued in accordance to the City's Purchasing Policy. The quotation closed on Monday December 20, 2021 and was opened by Ashley Wykes, Buyer with the following results.

Submission Received From
Winslow-Gerolamy Motors Limited

The quotation was checked for compliancy to the quotation.

Rationale:

Staff recommends that Winslow-Gerolamy Motors Limited, be awarded quotation 2021-41-CQ Supply and Delivery of Several Single and Tandem Axle Plow Trucks (Multi-Year Contract).

Staff also recommends Council authorize the option to renew the contract after the initial term, for three (3) additional one (1) year periods, based upon annual budget approval, mutual agreement and successful completion of the initial term and each term thereafter.

Due to continued supply chain issues, it is uncertain whether or not the City will be able to acquire all of the estimated replacements in the desired timeframe. The contract with Winslow-Gerolamy Motors Limited, is not an exclusive contract, and therefore does provide the City with the opportunity to canvas the market, if required, to try and secure more vehicles.

Other Alternatives Considered:

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

Alignment to Strategic Priorities

- A Vibrant and Growing Economy
Recommendations in this report will support effective road operations and service delivery to support the City.
- An Excellent Quality of Life
Recommendations in this report will help support efficient delivery of road operations and assists the general well-being of residents.
- A Healthy Environment
Recommendations in this report will assist the residents promoting activity health, education and employment.

Financial Impacts:

The 2021 approved capital budget 994210210 allocated \$270,000.00 for one single axle plow truck and budget 994210211 allocated \$1,300,000.00 for four tandem axle plow trucks.

During the 2022 capital budget approval process capital budget 994220207 was allocated \$270,000.00 for one single axle plow truck and capital budget 994220208 allocated \$1,950,000.00 for six tandem axle plow trucks.

Due to supply chain constraints, the cost of the vehicles will be determined prior to delivery.

Staff will monitor the budget and report to Council, as necessary, on any required budget adjustments.

Consultations:

Junior Accountant
Manager of Fleet and Transit Services
Supervisor Procurement Services

Department Head email: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson, Director of Public Works

Department File: 2021-41-CQ