



Council Report

Report Number: PUR2022-037
Meeting Date: December 13, 2022
Description: 2022-111-OQ Heavy Truck Repair and Maintenance
Author and Title: Ashley Wykes, Buyer

Recommendation(s):

That Report PUR2022-037, **2022-111-OQ Heavy Truck Repair and Maintenance**, be received;

That Harrison Truck Centre Inc., Keene Truck Inc. and Winslow-Gerolamy Motors Limited be selected for the award of Heavy Truck Repair and Maintenance for a term ending September 30, 2024;

That three (3) additional, one (1) year optional terms be awarded based on satisfactory performance, mutual agreement and successful completion of the original term;

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

That the Fleet Division be authorized to issue purchase orders.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The City’s Fleet department is responsible for the repair and maintenance of approximately 71 single and tandem axle plow trucks. In order to adequately maintain and repair all of plow trucks, the Fleet Division requires external support from certified and qualified vendors. To achieve this, the Fleet and Procurement Divisions, released high score request for quotation 2022-111-OQ for Heavy Truck Repair and Maintenance.

The document was released in accordance with the Purchasing Policy. Submissions were opened by Launa Macey, Supervisor of Procurement, with the following companies submitting a response:

Company Name
Harrison Truck Centre Inc.
Keene Truck Inc.
Winslow-Gerolamy Motors Limited

Submissions were checked for mathematical errors and compliancy to the quotation. The submissions were then evaluated using a rated criteria based on company experience, qualifications, and their approach to City Fleet repairs. References were checked and all were found to be favourable.

Rationale:

The City’s Fleet department is responsible for maintaining City owned plow trucks. With this responsibility comes capacity limits of what pieces of equipment the department is able to maintain. As a result, it is imperative the City has qualified plow truck repair companies that can be relied on to maintain the vehicles.

Staff are recommending Harrison Truck Centre Inc., Keene Truck Inc. and Winslow-Gerolamy Motors Limited be selected for the award of Heavy Truck Repair and Maintenance for a term ending September 30, 2024.

The City shall have the option to renew the Contract for three (3) additional one (1) year terms, based on satisfactory performance, mutual agreement and the same terms and conditions as the original contract. Should the City choose to exercise one or more renewal options, an annual increase will be applied to the hourly rate, 60 days prior to the contract term, and will be based on the annual percentage change of the Consumer Price Index (CPI) – All Items – Ontario.

Other Alternatives Considered:

No other alternative is being considered as a competitive process was conducted and the highest scoring proponents are being recommended.

Alignment to Strategic Priorities:

Heavy truck repair and maintenance aligns with the strategic priority of “Good Government” as properly maintained plow trucks are essential in providing operational services to our customers.

Financial/Operation Impacts:

Funds for heavy truck repair and maintenance are allocated in the department operating budget. The Fleet department monitors heavy truck repairs and expenses in comparison to the operating budget while ensuring the trucks are properly maintained for use.

Consultations:

Manager of Fleet and Transit Services
Supervisor, Procurement

Department Head email: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson

Department File: 2022-111-OQ