



## Council Report

---

**Report Number:** PUR2024-001  
**Meeting Date:** January 30, 2024  
**Title:** PUR2024-001 - 2024-015-Single Source Supply and Delivery of Four Land Ambulances - Multi Year  
**Author and Title:** Marielle van Engelen, Buyer  
Steve Lucas, Deputy Chief, Operations

---

### Recommendation(s):

**That** Report PUR2024-001, 2024-015-Single Source Supply and Delivery of Four Land Ambulances – Multi Year, be received;

**That** Council authorize the single source purchase of four (4) land ambulances to Crestline Coach Ltd. for a total estimated cost of \$1,069,184 not including HST;

**That** Council authorize the option to renew the contract, after the initial term, for an additional four (4) one (1) year terms, ending December 31, 2028, based on annual council budget approval, mutual agreement of the pricing and successful completion of the initial term and each term thereafter; and

**That** upon approval, the Procurement Division be authorized to issue a purchase order.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

Demers Ambulances and Crestline Coach Ltd. of Saskatoon are the only two companies certified as approved manufacturers for new and remounted ambulances through the “Ontario Provincial Land Ambulance and Emergency Response Vehicle Standards” implemented by the Ministry of Health and Long-Term Care.

In 2018, Demers was bought out by Crestline combining their influence in the new and remount ambulance market essentially leaving only one manufacturer with two different divisions.

This leaves Crestline as the only approved Manufacturer through the Ontario Provincial Land Ambulance and Emergency Response Vehicle Standards.

The approved capital budgets are summarized as follows:

- 2023 project 938230201 allocated \$570,000 for both a replacement and a remount ambulance
- 2023 project 938230202 allocated \$410,000 for a new acquisition and
- 2024 project 938240201 allocated \$522,000 for two (2) replacement ambulances

## **Rationale:**

Staff recommend that Council authorize the single source purchase of four (4) land ambulances to Crestline Coach Ltd. for a total estimated cost of \$1,069,184 not including HST.

Staff recommends that Council authorize the option to renew the contract, after the initial term, for an additional four (4) one (1) year terms, ending December 31, 2028, based on annual council budget approval, mutual agreement of the pricing and successful completion of the initial term and each term thereafter.

The City has fourteen (14) ambulances in the Paramedic Service fleet, all manufactured by Crestline Coach Ltd. of Saskatoon. Through this standardization, the City’s Paramedic Service has been able to seamlessly work in cross border situations with the neighbouring services of Haliburton, Peterborough, and Northumberland County as they also utilize ambulances from Demers and Crestline. Having this familiarity with other districts plays an important role with response times for Paramedics working in cross border situations or when vehicles are loaned and/or borrowed.

If there is a change in the market and another vendor is able to provide the vehicle as specified, can be utilized by the City’s neighbours, and is certified as an approved manufacturer for new and remounted ambulances through the “Ontario Provincial Land

Ambulance and Emergency Response Vehicle Standards”; the department will look at going out for public procurement prior to the end of the contract and subsequent renewal periods.

As per the Procurement Management Directive, a single source over \$121,000 must be approved by Council.

**Other Alternatives Considered:**

No other alternative is being considered as the Procurement Policy allows for single source purchases due to the following reasons: an absence of competition for technical reasons and the supply of goods is controlled by a vendor that is a statutory monopoly.

**Alignment to Strategic Priorities**

The procurement of the four land ambulances falls within the strategic priorities of an “Exceptional Quality of Life and Good Government”. Encouraging partnerships with neighboring communities and standardizing and maintaining the equipment used will help ensure community safety and wellness.

**Financial/Operation Impacts:**

The financing for the four land ambulances was approved in the 2023 and 2024 capital budgets as per the chart below:

Capital Project Number	Project Budget	Other Committed Funds	Capital Project balance	Purchase Amount (excluding HST)	HST Payable	Total Purchase	Project Balance
938230201	\$570,000		\$570,000.00	\$267,296	\$4,705	\$272,001	\$297,999
938230202	\$410,000		\$410,000.00	\$267,296	\$4,705	\$272,001	\$137,999
938240201 (2 land ambulance)	\$522,000		\$522,000.00	\$534,592	\$9,410	\$544,002	\$(22,002)
Total	\$1,502,000		\$1,502,000	\$1,069,184	\$18,819	\$1,088,004	\$413,996

Any surplus or deficit will be addressed through the Capital Close Report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

**Consultations:**

Deputy Chief of Operations – Paramedic Service  
 Chief of Paramedic Service

Junior Accountant

Supervisor of Procurement

Treasurer

**Department Head email:** [sjohnston@kawarthalakes.ca](mailto:sjohnston@kawarthalakes.ca)

**Department Head:** Sara Johnston, Chief of Paramedic Services

**Department File:** 2024-015-SS