



The Corporation of the Town of Tecumseh

Public Works & Environmental Services

To: Mayor and Members of Council
From: Kirby McArdle, Manager Roads & Fleet
Date to Council: March 26, 2019
Report Number: PWES-2019-20
Subject: 2019 Supply of Various Vehicles Tender Award

Recommendations

It is recommended:

That the following vehicle purchases **be awarded** to Amherstburg Chevrolet Buick GMC (2016) Ltd.:

1. One 2500 Crew Cab Pickup Truck, in the amount of \$33,907 plus HST plus outfitting costs; and
2. One 2500 Crew Cab 4x4 Pickup Truck and Plow Combination, in the amount of \$44,556 plus HST plus outfitting costs.

And that the \$7,844 allocation deficit **be funded** from the Vehicle Lifecycle Reserve;

And further that the funding allocation for fleet replacement **be adjusted** to reflect current vehicle and plow equipment replacement costs.

Background

At the February 12, 2019 Regular Meeting of Council, Council authorized Administration to obtain quotations for the 2019 Supply of Various Vehicles. Council further authorized funding said purchase [of vehicles] from the Fleet Lifecycle Reserve (Motion: RCM-34/19).

Comments

Administration prepared a “Request for Formal Quotations for the Supply of Vehicles” (RFQ) in accordance with the Town’s Purchasing Policy for the following vehicles:

1. One 2500 Crew Cab Pickup Truck (Public Works)
2. One 2500 Crew Cab 4x4 Pickup Truck and Plow Combination (Parks)

At the February 12, 2019 Regular Meeting of Council, Council approved an allocation of \$77,400, including outfitting, from the Fleet Lifecycle Reserve to purchase the above-noted vehicles (Motion: RCM-34/19).

On February 20, 2019, the RFQ was advertised on the Town’s website and an invitation to submit was forwarded to 15 vehicle suppliers. The deadline for submissions was March 14, 2019.

On March 14, 2019, the Purchasing Officer received submissions from four dealerships in response to the RFQ that were opened publically in Council chambers.

The table below summarizes the quotations received (excluding HST):

Dealership	Public Works Vehicle	Parks Vehicle
Amherstburg Chevrolet	\$33,907	\$44,556
Rose City Ford	\$36,784	\$47,582
Provincial Chrysler	\$41,087	\$52,893
Windsor Chrysler	\$42,321	\$52,925

The Manager of Roads and Fleet along with the Purchasing Officer reviewed the quotations submitted. All bids were found to be acceptable in principle. The submissions were checked for completeness and the degree to which each submission met the specifications.

Amherstburg Chevrolet Buick GMC (2016) Ltd. provided quotations that best meet the criteria outlined in the Town’s specifications in the RFQ.

Accordingly, Administration recommends that the following vehicle purchases be awarded to Amherstburg Chevrolet Buick GMC (2016) Ltd.:

1. One 2500 Crew Cab Pickup Truck, in the amount of \$33,907 plus HST; and
2. One 2500 Crew Cab 4x4 Pickup Truck and Plow Combination, in the amount of \$44,556 plus HST.

Consultations

Financial Services

Financial Implications

Details	Quotation
Public Works Vehicle Cost (excl. HST)	\$33,907
Parks Vehicle Cost (excl. HST)	\$44,556
Outfitting Costs	\$5,400
HST non-rebate (1.76%)	\$1,381
Approved Allocation per Report PWES-2019-07	\$77,400
Allocation Deficit	-\$7,844

Based on the initial review, the submitted costs are above the estimated and approved allocation. However, Administration included the outfitting of the Parks truck with the required plow package as opposed to adding it separately after purchase. This vehicle will be used by Parks as one of the main municipal winter control units and was intended to have a plow installed. In the past, the cost was added after the fact during the outfitting stage. Administration recommends that these actual costs be reflected in the Fleet Lifecycle going forward and as such will carry these costs in the replacement values in the future.

Vehicle costs will all be adjusted for actual incurred costs including plow equipment costs, as part of the upcoming comprehensive fleet allocation review, and these respective values will be used in future replacement reports.

Administration expects most of this allocation deficit to be offset by the surplus values received through auction for the respective vehicles being replaced.

Based on the above review, Administration recommends that the vehicle purchases be awarded to Amherstburg Chevrolet Buick GMC (2016) Ltd.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable

Website

Social Media

News Release

Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Kirby McArdle, P.Eng.
Manager Roads & Fleet

Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Reviewed by:

Luc Gagnon, CPA, CA, BMath
Director Financial Services & Treasurer

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
None	None