

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF OCTOBER 30, 2012

Item 20, Report No. 39, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on October 30, 2012.

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**AWARD OF RFP12-007
GENERAL MAINTENANCE AND SERVICE OF FLEET VEHICLES**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Commissioner of Community Services, dated October 16, 2012:

Recommendation

The Commissioner of Community Services, in consultation with the Acting Director of Purchasing Services Department, Director of Building and Facilities, the Director of Budgeting and Financial Planning and Manager of Fleet Management Services recommends:

1. That RFP12-007 for General Maintenance and Service of Fleet Vehicles for a term of three years with two optional years be awarded to the following contractors for the vehicle categories mentioned below:
 - a) Heavy Diesel Trucks, Flushers and Sweepers
 - Mid-Ontario Truck Centre, Maple Ontario,
 - b) Cars, Vans, Light Trucks, up to 4 tons (Gasoline only)
 - Perfection Automotive Ltd., Concord Ontario
 - North Keele Auto, Toronto Ontario
 - York Auto Repairs, Concord Ontario,
 - c) Cars, Van, Light Trucks, up to 4 tons (Gasoline & Diesel)
 - Roy Foss Chev Buick, Woodbridge Ontario
 - Summit Ford Sales, Toronto Ontario; and,
2. That the Mayor and the City Clerk be authorized to sign the necessary documents.

Contribution to Sustainability

This report is consistent with the priorities previously set by Council in the Green Directions, Vaughan, Community Sustainability Environmental Master Plan, Goal 1, Objective 1.2 and Objective 1.5:

- To promote reduction of greenhouse gas emissions in the City of Vaughan.
- To reduce the amount of waste generated in City owned facilities and procure sustainable products for the City's use.

Economic Impact

The Preventative Maintenance and Repairs program is budgeted and funded from the Vehicle Maintenance and Repairs Account for a yearly estimated amount of \$1,200,000.00. The contractors will be paid for the quoted hours rates and parts supplied.

Communications Plan

N/A.

Purpose

To award RFP 12-007 for the General Maintenance and Service of Fleet Vehicles.

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Background – Analysis and Options

The City of Vaughan has a fleet of 245 vehicles, licensed under the Ontario Highway Traffic Act. These include cars, pickup trucks, cargo vans, street sweepers, light and heavy duty dump trucks/salters.

In February of 2012, Purchasing Services Department invited shops to submit bid RFP12-007 for the General Maintenance and Service of Fleet Vehicles. The bid was publicly advertised in the Vaughan Citizen, Electronic Tendering Network (ETN), and the Ontario Public Buyers Association (OPBA) and was closed on February 14, 2012. Seventeen (17) bid documents were submitted and eight (8) were deemed non-compliant by the Purchasing Services Department and Fleet Management Services.

An Evaluation Committee formed of representatives from the Fleet Management Services, Parks and Public Works Departments reviewed and evaluated all submissions based on the criteria as set out in the proposal document. The evaluation process was facilitated by Purchasing Services Department.

The Evaluation Committee conducted shop visits of the nine (9) proponents and evaluated the shops on the facility and resources based on the following criteria to a maximum of 100 points.

Criteria	Points
Faculty and Resources <ul style="list-style-type: none">• Facility• Hours of Operations• Location of Facility	45
Qualifications and Experience	25
Costs <ul style="list-style-type: none">• Preventative Maintenance Rates• In-shop Repair Rates	30
Total	100

The nine (9) compliant proposals were evaluated by the Committee. Six (6) companies met the requirements with the highest scoring for the categories mentioned against each and are recommended for the contract. These six (6) companies are as follows:

- Mid-Ontario Truck Centre for Heavy Diesel Trucks, Flushers and Sweepers
- Perfection Automotive Ltd for Cars, Vans, Light Trucks, up to 4 tons (Gasoline)
- Summit Ford Sales for Cars, Vans, Light Trucks, up to 4 tons (Gasoline & Diesel)
- York Auto Repairs for Cars, Vans, Light Trucks, up to 4 tons (Gasoline)
- North Keele Auto for Cars, Vans, Light Trucks, up to 4 tons (Gasoline)
- Roy Foss Chev Buick North Keele Auto for Cars, Vans, Light Trucks, up to 4 tons (Gasoline & Diesel)

Relationship to Vaughan Vision 2020

In consideration of the strategic priorities related to Vaughan Vision 2020, the project will provide:

- **STRATEGIC GOALS:**
Service Excellence – Providing service excellence to citizens.
- **STRATEGIC OBJECTIVES:**

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Pursue Excellence in Service Delivery and Enhance and Ensure Community Safety, Health and Wellness – To deliver high quality services and to promote health and wellness through design and program.

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

Regional Implications

N/A

Conclusion

The Evaluation Committee evaluated the submissions and based on the results and the ability of the vendors to meet the requirements for repairs and maintenance, it was the consensus of the Committee to recommend that the RFP12-007 be awarded to the various shops as noted in the recommendation.

Attachments

None

Report Prepared by:

Jeff Peyton, Director of Building and Facilities, ext. 8173
Alvin Boyce, Fleet Manager, ext. 6141

COMMITTEE OF THE WHOLE – OCTOBER 16, 2012

AWARD OF RFP12-007

GENERAL MAINTENANCE AND SERVICE OF FLEET VEHICLES

Recommendation

The Commissioner of Community Services, in consultation with the Acting Director of Purchasing Services Department, Director of Building and Facilities, the Director of Budgeting and Financial Planning and Manager of Fleet Management Services recommends:

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Communications Plan

N/A.

Purpose

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Report Prepared by:

Jeff Peyton, Director of Building and Facilities, ext. 8173
Alvin Boyce, Fleet Manager, ext. 6141

Respectfully submitted,

Marlon Kallideen
Commissioner of Community Services