

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016

Item 2, Report No. 8, of the Special Finance, Administration and Audit Committee, which was adopted without amendment by the Council of the City of Vaughan on June 28, 2016.

2 CAPITAL BUDGET AMENDMENT AND AWARD OF TENDER T16-169 - SUPPLY AND DELIVERY OF VEHICLES

The Special Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Deputy City Manager of Public Works and the Director of Fleet Management Services, dated June 21, 2016:

Recommendation

The Deputy City Manager of Public Works and the Director of Fleet Management Services, in consultation with the Director of Procurement Services and the Director of Financial Planning & Development Finance and Deputy City Treasurer, recommend:

1. That Part A and Part B of Tender T16-169 - Supply and Delivery of Vehicles be awarded to Blue Mountain Chrysler Ltd. in the amount of \$127,354.00 (Part A –\$54,102.00, Part B – \$73,252.00) plus provisional items in the amount of \$15,655.00 and any applicable taxes;
2. That Part C and D of Tender T16-169 - Supply and Delivery of Vehicles be awarded to Georgian Chevrolet Buick GMC in the amount of \$382,350.00 (Part C - \$115,600.00, Part D - \$266,750.00) plus provisional items in the amount of \$4,984.00 and any applicable taxes;
3. That the above award amounts including all provisional items, taxes and administrative recovery be funded from the approved capital project budgets as outlined in Attachment #1;
4. That the approved capital project budgets be amended as outlined in Attachment #1 with a net capital budget increase of \$13,471.00 to be funded \$8,116.00 from capital project FL-5468-16 PW-WATER- Replace Unit #1563 with ¾ ton cargo van, \$4,820.00 from the City-Wide Development Charges Fleet Reserve and \$535.00 from the capital taxation reserve;
5. That the inclusion of this matter on a Public Committee or Council agenda with respect to increasing the capital budgets as outlined in Attachment #1 is deemed sufficient notice pursuant to Section 2(1)(c) of By-Law 394-2002 as amended; and
6. That the Mayor and City Clerk be authorized to sign the necessary documents.

Contribution to Sustainability

N/A

Economic Impact

A total of eighteen (18) units are being purchased with funding from 2014 and 2016 approved capital projects as outlined in Attachment #1.

A total of five (5) capital projects funded from the vehicle replacement reserve have a cumulative budget shortfall of \$8,116.00. Residual funding in capital project FL-5468-16- PW-WATER-- Replace Unit #1563 with 3/4 ton cargo van, is available to offset this shortfall. The capital project budget amendments associated with this funding transfer are outlined in Attachment #1.

Capital project FL-5439-14 - PKS- 3/4 ton crew cab pickup has a budget shortfall of \$5,355.00. This capital budget increase is to be funded 90% or \$4,820.00 from City-Wide Development Charges Fleet Reserve and 10% or \$535.00 from the capital taxation reserve.

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Communications Plan

N/A

Purpose

The purpose of this report is to recommend that Part A and B of Tender T16-169 - Supply and delivery of Vehicles - be awarded to Blue Mountain Chrysler in the amount of \$127,354.00 plus provisional items in the amount of \$15,655.00 and any applicable taxes; and, that Part C and D of Tender T16-169 - Supply and Delivery of Vehicles - be awarded to Georgian Chevrolet Buick GMC in the amount of \$382,350.00 (Part C - \$115,600.00, Part D - \$266,750.00) plus provisional items in the amount of \$4,984.00 and any applicable taxes.

Background - Analysis and Options

Subject bid advertisement was posted on Ontario Public Buyers Association (OPBA), Biddingo and City's Bids and Tenders website on April 15, 2016 with a closing date of May 3, 2016. Addendum number 1 was issued on April 29, 2016. Six (6) potential bidders downloaded/picked up the documents and four (4) bidders submitted bids. Upon review, bids from following four (4) bidders are declared compliant:

1. Blue Mountain Chrysler Ltd.
2. Donway Ford Sales
3. East Court Ford Lincoln
4. Georgian Chevrolet Buick GMC

Compliant Bidders	PART A	PART B	PART C	PART D
Blue Mountain Chrysler	\$54,102.00	\$73,252.00	No Bid	\$290,610
Donway Ford Sales Ltd.	No Bid	\$78,120.00	\$136,376.00	\$268,550.00
East Court Ford Lincoln	\$65,388.00	\$78,998.30	\$135,148.00	\$268,170.00
Georgian Chevrolet Buick GMC	\$59,400.00	\$73,450.00	\$115,600.00	\$266,750.00

Note: Bid prices for total required number of vehicles is shown above. Provisions are not included.

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Staff have reviewed the bids for mathematical errors and are satisfied the lowest bidders of parts A, B, C and D meet the specifications. The award does not exactly match the bids submitted due to the procurement of provisional items.

Total provisional items of \$15,655.00 in Parts A and B include Bluetooth and rear-camera features on all vehicles, as well as side steps for all pick-up trucks for improved safety. The total also includes operational accessory needs such as 4x4 and a plow attachment required to meet the vehicle specifications in the approved capital projects.

Total provisional items of \$4,984.00 in Part C include Bluetooth and rear-camera features on all vehicles.

Capital project budget increases were principally due to increases in pricing versus outdated capital estimates (dating back to 2014), the addition of bluetooth and backup camera safety equipment, and updated user specifications.

Relationship to Term of Council Service Excellence Strategic Map Plan (2014-2018)

The purchase of goods and service meets the following portion of the strategic plan:

Goal:	Service Excellence
Theme:	Demonstrate Excellence in Service Delivery - by ensuring resources are in place to allow staff to consistently achieve excellent customer service levels.
Goal:	Organizational Excellence
Theme:	Manage Corporate Assets – by enhancing productivity, cost effectiveness and innovation and to ensuring financial stability.

Regional Implications

N/A

Conclusion

It is recommended that - as outlined above - Supply and Delivery of Vehicles Part A and B be awarded to Blue Mountain Chrysler Ltd. and that Parts C and D be awarded to Georgian Chevrolet Buick GMC as the lowest bidders meeting specifications for the respectively bid parts of the tender.

Attachments

1. List of Capital Projects

Report prepared by:

Donald Eta
Director, Fleet Services Management

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

CAPITAL BUDGET AMENDMENT AND AWARD OF TENDER T16-169 - SUPPLY AND DELIVERY OF VEHICLES**Recommendation**

The Deputy City Manager of Public Works and the Director of Fleet Management Services, in consultation with the Director of Procurement Services and the Director of Financial Planning & Development Finance and Deputy City Treasurer, recommend:

1. That Part A and Part B of Tender T16-169 - Supply and Delivery of Vehicles be awarded to Blue Mountain Chrysler Ltd. in the amount of \$127,354.00 (Part A –\$54,102.00, Part B – \$73,252.00) plus provisional items in the amount of \$15,655.00 and any applicable taxes;
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Communications Plan

N/A

Purpose

The purpose of this report is to recommend that Part A and B of Tender T16-169 - Supply and delivery of Vehicles - be awarded to Blue Mountain Chrysler in the amount of \$127,354.00 plus provisional items in the amount of \$15,655.00 and any applicable taxes; and, that Part C and D of Tender T16-169 - Supply and Delivery of Vehicles - be awarded to Georgian Chevrolet Buick GMC in the amount of \$382,350.00 (Part C - \$115,600.00, Part D - \$266,750.00) plus provisional items in the amount of \$4,984.00 and any applicable taxes.

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Total provisional items of \$4,984.00 in Part C include Bluetooth and rear-camera features on all vehicles.

Capital project budget increases were principally due to increases in pricing versus outdated capital estimates (dating back to 2014), the addition of bluetooth and backup camera safety equipment, and updated user specifications.

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It is recommended that - as outlined above - Supply and Delivery of Vehicles Part A and B be awarded to Blue Mountain Chrysler Ltd. and that Parts C and D be awarded to Georgian Chevrolet Buick GMC as the lowest bidders meeting specifications for the respectively bid parts of the tender.

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1. List of Capital Projects

Report prepared by:

Donald Eta
Director, Fleet Services Management

Respectfully submitted,

Paul Jankowski
Deputy City Manager, Public Works

Donald Eta
Director, Fleet Management Services

TENDER AWARD T16-169 LIGHT DUTY VEHICLES - CAPITAL PROJECT LISTING

Attachment #1

Project #	Project Description	Capital Project Budget	Bid Document (Part A, B, C, D)	Bid Amount	Provisional Safety/ Accessory Items	Total Bid Award	Vehicle Upfitting	Taxes	3% Admin. Fee	Total Cost	Budget Remaining / (Shortfall)	Capital Budget Amendment	Revised Capital Project Budget	Funding Source
Projects funded from Vehicle Replacement Reserve:														
FL-5211-16	PW-RDS-Replace Unit #1370 with 1/2 ton Quad Cab 4x4 pickup	30,900	A	27,051	1,770	28,821	750	520	903	30,994	(94)	94	30,994	Vehicle Replacement Reserve
FL-5300-16	ENG DEV TRANSP-Replace Unit #1364 with 1/2 ton Quad Cab 4x2 pickup	30,900	A	27,051	1,770	28,821	750	520	903	30,994	(94)	94	30,994	Vehicle Replacement Reserve
FL-5478-16	PW-WASTEWATER-Replace Unit #1731 with 3/4 ton 4x4 Quad Cab pickup with plow	51,500	B	36,626	9,940	46,566	750	833	1,444	49,593	1,907	0	51,500	Vehicle Replacement Reserve
FL-5156-14	B&F-Replace Unit #1241 with 3/4 ton cargo van	36,100	C	28,900	1,246	30,146	6,750	649	1,126	38,672	(2,572)	2,572	38,672	Vehicle Replacement Reserve
FL-5242-16	PW-WATER-Replace Unit #1554 with 3/4 ton cargo van	51,500	C	28,900	1,246	30,146	750	544	943	32,383	19,117	0	51,500	Vehicle Replacement Reserve
FL-5243-16	PW-WATER-Replace Unit#1562 with a 3/4 ton cargo van	51,500	C	28,900	1,246	30,146	750	544	943	32,383	19,117	0	51,500	Vehicle Replacement Reserve
FL-5468-16	PW-WATER--Replace Unit #1563 with 3/4 ton cargo van	56,000	C	28,900	1,246	30,146	750	544	943	32,383	23,617	(8,116)	47,884	Vehicle Replacement Reserve
FL-5488-16	BYLAW-Replace Unit #1684 with compact sedan	25,800	D	26,675	0	26,675	495	478	829	28,478	(2,678)	2,678	28,478	Vehicle Replacement Reserve
FL-5489-16	BYLAW-Replace Unit #1685 with compact sedan	25,800	D	26,675	0	26,675	495	478	829	28,478	(2,678)	2,678	28,478	Vehicle Replacement Reserve
	Total projects funded from Vehicle Replacement Reserve	360,000		259,678	18,464	278,142	12,240	5,111	8,865	304,358	55,642	0	360,000	
Projects funded from City-wide DC Fleet:														
FL-5439-14	PKS- 3/4 ton crew cab pickup	36,100	B	36,626	2,175	38,801	750	696	1,207	41,455	(5,355)	5,355	41,455	90% Citywide DC Fleet, 10% Capital from Taxation
	Total projects funded from City -Wide DC Fleet	36,100		36,626	2,175	38,801	750	696	1,207	41,455	(5,355)	5,355	41,455	
Projects funded from Building Standards Reserve:														
FL-5519-16	Bldg Stds- Purchase 4 vehicles in 2016 and 8 vehicles in 2017	113,918	D	106,700	0	106,700	1,980	1,913	3,318	113,911	7	0	113,918	Building Standards Reserve
FL-5520-16	Bldg Stds- Replace 4 vehicles in 2016	113,918	D	106,700	0	106,700	1,980	1,913	3,318	113,911	7	0	113,918	Building Standards Reserve
	Total projects funded from Building Standard Reserve	227,836		213,400	-	213,400	3,960	3,826	6,636	227,821	15	-	227,836	

Reconciliation of project list to bid document:

Bid Document Part	Bid Price	Number of vehicles	Provisional Items	Total Bid Award Amount	Vehicle Upfitting	Taxes	3% Admin Recovery	Total Cost
Part A	54,102	2	3,540	57,642	1,500	1,041	1,805	61,988
Part B	73,252	2	12,115	85,367	1,500	1,529	2,652	91,048
Part C	115,600	4	4,984	120,584	9,000	2,281	3,956	135,821
Part D	266,750	10	-	266,750	4,950	4,782	8,294	284,776
Total	509,704	18	20,639	530,343	16,950	9,632	16,708	573,633