



# City of North Bay Report to Council

Report No: CORP 2021-57

Date: June 4, 2021

Originator: Mary-Ann Kotylak / John Ouellette

Business Unit:

Corporate Services

Department:

Financial Services Department

Subject: Request for Quote 2021-45 Purchase of Three  $\frac{3}{4}$  ton Pick Up Trucks

Closed Session: yes ☐ no ☒

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## Recommendation

That City Council approves the award of a contract to Finch Chevrolet Cadillac Buick GMC Ltd. in the amount of \$167,373.00 (plus HST) for the provision of three  $\frac{3}{4}$  ton pick up trucks.

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## Background

The City operates many work trucks in various departments for mobilizing crews and tools, hauling material and towing trailers. As per Council Resolution # 2021-108, Council approved for the City to take over the operations at the Merrick Landfill site beginning January 1, 2022. Staff was directed to make all necessary preparations, as outlined in Report to Council IO 2021-01 dated February 12, 2021 by Karin Pratte and as outlined in the submitted presentation to the Infrastructure and Operations committee on March 9, 2021, to ensure the transition and City operations begin January 1, 2022. One  $\frac{3}{4}$  ton pick up truck was identified as a requirement to support this work. The two additional trucks are to replace existing vehicles that are past their established lifecycle.

These three new trucks have fuel efficient gasoline engines and are equipped with improved safety devices such as backup cameras, obstacle detection and advanced GPS telematics.

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## Financial/Legal Implications

A formal bid request, which closed May 7, 2021, was administered by the Purchasing Department and was publically advertised in accordance with the City's Purchasing By-Law 2013-200. Three quotes were evaluated by the Purchasing Manager, Fleet Manager and the Fleet Coordinator. The evaluation considered mandatory technical requirements related to the vehicle's performance and features and price.

The results are as follows:

Ranking	Company	Bid Price
1	Finch Chevrolet Cadillac Buick GMC Ltd.	\$167,373.00
2	Blue Mountain Chrysler Ltd	\$188,977.00
3	Farquhar Chrysler	\$201,318.00

The quote from Finch Chevrolet Cadillac Buick GMC Ltd. was the lowest bid and provides the best overall value to the City. Their bid is considered fair and reasonable.

The funding plan for the initial Landfill purchases was outlined in the presentation to the Infrastructure and Operations committee on March 9, 2021. Accordingly, the supply of one ¾ ton pick up truck in the amount of \$60,088 (plus HST) will be funded from the Fleet Life Cycle Reserve No. 99586R. Capital Project No. 4131GD – Landfill Start-Up will be used to track this purchase.

Sufficient funding for the purchase of two ¾ ton pick up trucks in the amount of \$107,285 (plus HST) is available in the Fleet Life Cycle Reserve No. 99586R and will be transferred in accordance with Council Resolution 2018-92 as explained in Report to Council 2018-22. Capital Project No. 8021FL – Vehicle and Equipment Life Cycle 2021 will be used to track this fleet purchase in accordance with the fleet governance model.

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## Corporate Strategic Plan

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|--|---|
| <input type="checkbox"/> Natural North and Near                | <input checked="" type="checkbox"/> Economic Prosperity |
| <input checked="" type="checkbox"/> Affordable Balanced Growth | <input type="checkbox"/> Spirited Safe Community        |
| <input type="checkbox"/> Responsible and Responsive Government |   |

## Specific Objectives

Maintain infrastructure across the city in a good state of repair.

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## Options Analysis

1. That City Council approves the award of a contract to Finch Chevrolet Cadillac Buick GMC Ltd. in the amount of \$167,373.00 (plus HST) for the provision of three ¾ ton pick up trucks.
2. Do not award a contract. This option is not recommended because the two existing

trucks will require cost prohibitive maintenance and body work to continue operating past their lifecycle and the new unit for the landfill is required to meet operational demands.

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### **Recommended Option**

That City Council approves the award of a contract to Finch Chevrolet Cadillac Buick GMC Ltd. in the amount of \$167,373.00 (plus HST) for the provision of three ¾ ton pick up trucks.

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Respectfully submitted,

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Mary-Ann Kotylak  
Purchasing Manager

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John Ouellette  
Fleet Manager

We concur in this report and recommendation.

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Domenic Schiavone  
Director Public Works & Parks

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Margaret Karpenko, CPA, CMA  
Chief Financial Officer/Treasurer

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David Euler, P.Eng., PMP  
Chief Administrative Officer

Personnel designated for continuance:

Name: John Ouellette

Title: Fleet Manager