



## City of North Bay Report to Council

Report No: CORP-2022-050

Date: April 8, 2022

Originator: Mary-Ann Kotylak, CPPB, CPPO  
Manager of Purchasing

Andrew (Drew) Poeta, MA  
Manager, Transit

Business Unit:  
Corporate Services

Department:  
Financial Services Department

Subject: Request for Quote 2022-42 Transit Bus Shelters

Closed Session: yes ☐ no ☒

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### Recommendation

That City Council approves the award of a contract to Daytech Limited in the amount of \$78,720.00 (plus HST) for the supply and delivery of 12 new transit bus shelters.

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### Background

The City of North Bay has requested quotes for the purchase of twelve (12) new accessible bus shelters to be installed at high passenger and high frequency bus stops. This will increase the total number of bus shelters across the community and provide customers with a sheltered waiting space. Shelters will include solar-powered lighting which will limit the impact on the environment.

The new bus shelters qualify for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream. This project is primarily funded by the ICIP grant.

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### Financial/Legal Implications

A formal bid request, which closed March 28, 2022, 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 and the Transit Manager. The evaluation considered

mandatory technical requirements related to the shelter's design and price.

The results are as follows:

| Ranking | Company                    | Bid Price    |
|---------|----------------------------|--------------|
| 1       | Daytech Limited            | \$78,720.00  |
| 2       | Enseicom Inc.              | \$104,760.00 |
| 3       | Manufacturier Sheltec Inc. | \$111,000.00 |

The quote from Daytech Limited was the lowest bid and provides the best overall value to the City. Their bid is considered fair and reasonable.

Sufficient funding for this purchase is available in Capital Project No. 4020TR – New Bus Shelters and Digital Signage. The City received approval for grant funding for this project through the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream.

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### Corporate Strategic Plan

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

### Specific Objectives

Invest in technology and work practices to reduce the city's energy consumption.

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

Maximize funding opportunities with other governments.

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### Options Analysis

Option 1: That City Council approves the award of a contract to Daytech Limited in the amount of \$78,720.00 (plus HST) for the supply and delivery of 12 new transit bus shelters

Option 2: Do not award a contract. This option is not recommended. By not purchasing 12 new bus shelters, there will be no improvement to bus shelter infrastructure. Not utilizing this opportunity to purchase shelters through ICIP funding may require future bus shelters to be purchased at 100% municipal costs.

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### Recommended Option

That City Council approves the award of a contract to Daytech Limited in the amount of \$78,720.00 (plus HST) for the supply and delivery of 12 new transit

bus shelters.

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Respectfully submitted,

Name: Mary-Ann Kotylak, CPPB, CPPO

Title: Manager of Purchasing

Name: Andrew (Drew) Poeta, MA

Title: Manager, Transit

**We concur with this report and recommendation**

Name: John Severino, P.Eng, MBA

Title: City Engineer – Infrastructure and Operations

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: David Euler, P.Eng., PMP

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Andrew (Drew) Poeta, MA

Title: Manager, Transit