



City of North Bay Report to Council

Report No: CORP-2024-047

Date: May 10, 2024

Originator: David Allan
Interim Purchasing Manager

John Ouellette
Manager, Fleet

Business Unit:
Corporate Services

Department:
Financial Services Department

Subject: Request for Proposal 2024-010 Medium Duty Crew Cab Truck

Closed Session: yes no

Recommendation

That Council approve the award of a contract to Lewis Motor Sales (North Bay) in the amount of \$197,501.30 (plus HST) for the provision of a Medium Duty Crew Cab Truck.

Background

Sewer and Water operations currently utilize a crew cab service body and large trailer to provide a working space and tool storage for operators in the field. This operation requires the trailer to be connected and transported as it cannot be left unattended. Both the truck and trailer have reached the end of life due to age and the severe body condition of the trailer.

The replacement truck meets the departments needs with a larger capacity enclosed work area and reduces the need for a trailer. Upon review of the operations, this newer vehicle design is a more efficient means to complete work, will reduce maintenance and provides a safer enclosed work area for the operators.

Financial/Legal Implications

A formal bid request, which closed on April 25, 2024, was administered by the Purchasing Department and was publicly advertised in accordance with the City's Purchasing By-Law 2013-200. Three (3) proposals were evaluated by

the Interim Purchasing Manager, Manager Fleet, Supervisor Water and Wastewater, and Warranty & Central Stores Analyst. The evaluation considered mandatory technical requirements, build, durability, extra options, warranty, service and support, and price.

The results are as follows:

Ranking	Company	Overall Score
1	Lewis Motor Sales (North Bay)	95.00
2	930098 ONTARIO LIMITED	89.89
3	Highbury Ford Sales Limited	*

* Proponents marked with an asterisk provided proposals that did not meet the minimum mandatory requirements

The proposal from Lewis Motor Sales (North Bay) scored highest and provides the best overall value to the City. Their bid is considered fair and reasonable.

Sufficient funding for this purchase 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. 8024FL – Vehicle and Equipment Life Cycle 2024 will be used to track this fleet purchase in accordance with the fleet governance model.

Corporate Strategic Plan

- Natural North and Near
- Affordable Balanced Growth
- Responsible and Responsive Government
- Economic Prosperity
- Spirited Safe Community

Specific Objectives

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

Options Analysis

Option 1: That Council approve the award of a contract to Lewis Motor Sales (North Bay) in the amount of \$197,501.30 (plus HST) for the provision of Medium Duty Crew Cab Truck.

Option 2: Do not award a contract. This option is not recommended because the vehicle identified for replacement is not cost effective to repair and the existing trailer is out of service with major defects.

Recommended Option

That Council approve the award of a contract to Lewis Motor Sales (North Bay) in the amount of \$197,501.30 (plus HST) for the provision of Medium Duty Crew Cab Truck.

Respectfully submitted,

Name: David Allan

Title: Interim Purchasing Manager

Name: John Ouellette

Title: Manager, Fleet

We concur with this report and recommendation.

Name: Shannon Saucier, CPA, CA

Title: Director, Financial Services / Deputy Treasurer

Name: Alan Korell, P.Eng.

Title: Interim City Engineer

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng, MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: John Ouellette

Title: Manager, Fleet