TO: Mayor and Council
FROM: Denis Leger, Commissioner of Corporate Services
RESOURCE STAFF: Sheila Kidd, Director of Corporate Asset Operations
Robert (Bud) Steele, Manager of Fleet
DATE OF MEETING: April 6, 2010
SUBJECT: RFP F31-CS-FL-2010-04 One 2010 Half-Ton 4x4 Pickup Truck

EXECUTIVE SUMMARY:
The purpose of this report is to seek Council approval to award an RFP for the purchase of one Half-Ton 4x4 Pickup Truck. Council approval is required as staff received only two bid submissions for this unit.

RECOMMENDATION:
THAT the RFP F31-CS-FL-2010-04 for the purchase of one Half-Ton 4x4 Pickup Truck be awarded to Edwards Ford Limited for the purchase price of $23,951 plus applicable taxes.

AUTHORIZING SIGNATURES:

<table>
<thead>
<tr>
<th>ORIGINAL SIGNED BY COMMISSIONER</th>
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<tbody>
<tr>
<td>Denis Leger, Commissioner of Corporate Services</td>
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<tr>
<th>ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER</th>
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<tr>
<td>Gerard Hunt, Chief Administrative Officer</td>
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CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

<table>
<thead>
<tr>
<th>Commissioner &amp; Role</th>
<th>Required</th>
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<tbody>
<tr>
<td>Cynthia Beach, Sustainability &amp; Growth</td>
<td>N/A</td>
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<tr>
<td>Terry Willing, Community Development Services</td>
<td>N/A</td>
</tr>
<tr>
<td>Denis Leger, Corporate Services</td>
<td>N/A</td>
</tr>
<tr>
<td>Jim Keech, President &amp; CEO, Utilities Kingston</td>
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(N/R indicates consultation not required)
OPTIONS/DISCUSSION:

The Fleet Services Division issued a Request for Proposals (RFP) on behalf of the Airport for the purchase of one Half-Ton 4x4 Pickup Truck. This is a direct replacement for an existing unit that has fulfilled lifecycle expectations. Operational requirements did not allow for downsizing of this unit.

Two proposals were received in response to this RFP. They are as follows:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Rank</th>
<th>Purchase Price (excluding applicable tax)</th>
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<tbody>
<tr>
<td>Edwards Ford sales (Kingston) Limited</td>
<td>1</td>
<td>$23,951</td>
</tr>
<tr>
<td>Newmarket Toyota</td>
<td>2</td>
<td>$26,201</td>
</tr>
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Comparisons between the two units were reviewed by staff using the following criteria:

- Purchase Price
- Fuel Economy and GHG Emissions
- Specification Compliant
- Vehicle Safety Ratings

The specifications in both submissions were very similar. The fuel economy and GHG emissions are very close to the same. The Ford consumption rate is 14.9 L/100 kms city and 10.2 L/100 kms highway versus the Toyota at 14.9 L/100 kms city and 10.5 L/100 kms highway driving. The vehicle safety ratings were equal as well.

The RFP indicated to the bidders that this unit may in future be equipped with a front plow. The Ford has an upgraded front axle and springs, transmission cooler and larger capacity radiator than standard with an overall G.V.W.R. (gross vehicle weight rating) of 8,500 lbs, while the Toyota submission is offered at 6,800 lbs with no indication of plow package amenities.

GREEN FLEET POLICY:

This purchase supports the recommendations within the Green Fleet Policy by ensuring that the vehicle being recommended is the most fuel efficient within its class.

EXISTING POLICY/BY LAW:

By-law 2000-134, a By-law to Establish Purchasing Policies and Procedures for the City of Kingston
Green Fleet Policy for the City of Kingston

NOTICE PROVISIONS:

N/A

ACCESSIBILITY CONSIDERATIONS:

Ontarians with Disabilities Act
FINANCIAL CONSIDERATIONS:
This purchase is funded from the department budget as approved by Council.

CONTACTS:
Malcolm Morris, Director of Transportation 613-546-4291, Ext. 2216

OTHER CITY OF KINGSTON STAFF CONSULTED:
N/A

EXHIBITS ATTACHED:
N/A