TO: Mayor and Council
FROM: Denis Leger, Commissioner of Corporate Services
RESOURCES STAFF: Sheila Kidd, Commissioner of Corporate Assets
Robert (Bud) Steele, Manager of Fleet
DATE OF MEETING: April 20, 2009
SUBJECT: RFP F31-CS-FL-2010-11 Three 2010 Three-Quarter Ton Cargo Vans

EXECUTIVE SUMMARY:
The purpose of this report is to seek Council approval to award an RFP for the purchase of three 2010 three-quarter ton cargo vans to Jerome D. Taylor Chevrolet Oldsmobile Cadillac. Council approval is required as staff received only one bid submission for these units.

RECOMMENDATION:
THAT the RFP F31-CS-FL-2010-11 for the purchase of three 2010 three-quarter ton cargo vans be awarded to Jerome D. Taylor Chevrolet Oldsmobile Cadillac for the total purchase price of $73,372 plus applicable taxes.

AUTHORIZING SIGNATURES:

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Denis Leger, Commissioner of Corporate Services

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Gerard Hunt, Chief Administrative Officer

CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

| Commissioner Beach, Sustainability & Growth | N/A |
| Commissioner Thurston, Community Development Services | N/A |
| Commissioner Leger, Corporate Services | N/A |
| Jim Keech, President, Utilities Kingston | √ |

(N/R indicates consultation not required)
OPTIONS/DISCUSSION:
The Fleet Services Division issued an RFP on behalf of the Utilities Gas and Meter division for the purchase of three three-quarter ton cargo vans. Only one proposal was submitted.

This RFP took into consideration all aspects of the Green Fleet Policy. Fuel economy and greenhouse gas emission figures are requested in each RFP as per the direction of the Green Fleet Policy and are used as part of the proposal evaluation when possible. The fuel consumption for this vehicle is 21.4 litres per 100 kilometers city and 15.2 litres per kilometer highway driving.

The possibility of downsizing was discussed and it was determined that the Utilities Gas and Meter Division require three-quarter ton cargo vans to carry field service tools and equipment. These units are essentially rolling workshops and require the three-quarter capacity to support the payload. The van configuration is desirable in this application to conceal the contents from the elements and provide a lockable space.

EXISTING POLICY/BY LAW:
This purchase supports the recommendations within the Green Fleet Policy.

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:
Don Quinn, Manager, Gas and Metering Services 613-546-1181, Ext. 2243

OTHER CITY OF KINGSTON STAFF CONSULTED:
N/A

EXHIBITS ATTACHED:
N/A