



**City of Kingston  
Report to Council  
Report Number 18-116**

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**To:** Mayor and Members of Council  
**From:** Jim Keech, President & CEO, Utilities Kingston  
**Resource Staff:** Sheila Kidd, Deputy Commissioner Operations - Transportation and Infrastructure Service  
**Date of Meeting:** April 17, 2018  
**Subject:** Award of Contract – One 2019 Model Year, Tandem-Axle Plow Truck

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**Executive Summary:**

The Fleet Services Division issued a Request for Proposals (RFP) on behalf of the Public Works Department, for the purchase of one 2019 model year, tandem-axle plow truck. This unit is a replacement for a plow that has reached its life expectancy. As with most specialized equipment, the delivery period is approximately 9 to 12 months from the date the order is confirmed. Only two submissions to the RFP were received, and staff is not recommending the lowest bid, therefore Council approval is required to proceed with the purchase.

**Recommendation:**

**That** Francis Canada Truck Centre Inc. be awarded the contract for the purchase of one 2019 model year, tandem-axle plow truck, pursuant to RFP F31-TIS-TS-FL-2018-05, for the total purchase price of \$246,434 plus applicable taxes; and

**That** the Director of Transit and Fleet Services be authorized to execute the required agreements, in a form satisfactory to the Director of Legal Services.

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**Authorizing Signatures:**

ORIGINAL SIGNED BY PRESIDENT & CEO, UTILITIES KINGSTON

**Jim Keech, President & CEO,  
Utilities Kingston**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

**Gerard Hunt, Chief Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Lanie Hurdle, Commissioner, Community Services	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required
Denis Leger, Commissioner, Corporate & Emergency Services	Not required

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**Options/Discussion:**

The Fleet Services Division issued a Request for Proposals (RFP) on behalf of the Public Works Department for the purchase of one 2019 model year, tandem-axle plow truck. This unit is a replacement for a unit that has reached its life expectancy. The estimated delivery time is approximately 9 to 12 months from date of order.

The submissions were evaluated using the following criteria:

- Pricing and Related Costs - 45%
- Specification Compliant - 42%
- Warranty - 10%
- Accessibility Standards for Customer Service, Ontario Regulation 429/7 - 3%

Two submissions were received. The staff evaluation resulted in the following ranking:

Francis Canada Truck Centre Inc. - Ranked #1 with a score of 97 out of 100.

Tallman Truck Centre - Ranked #2 with a score of 92 out of 100.

The unit offered by Francis Canada Truck Centre Inc. is a 2019 model year Freightliner cab and chassis coupled with a dump box and plow equipment from Viking-Cives Ltd., for the purchase price of \$246,434. The unit offered by Tallman Truck Centre is a 2019 model year International cab and chassis coupled with a dump box and plow equipment from Viking-Cives Ltd. as well, for the purchase price of \$246,172.

The Francis Canada Truck Centre Inc. submission is being recommended as it attained the highest overall score. Both submissions meet the specification criteria outlined in the RFP document. The small difference in pricing resulted in both proposals receiving the same score on the pricing component of the evaluation. The product offered by Francis Truck ranked higher as a result of the warranty provisions. The base warranty for the Francis Truck Centre Freightliner is two years unlimited mileage versus the one year unlimited offered within the Tallman Truck Center proposal.

**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 – There are currently no published emission figures available for commercial vehicles because there are too many variables in load and application.

**Notice Provisions:**

Not Applicable

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**Accessibility Considerations:**

Not Applicable

**Financial Considerations:**

This purchase will be funded from monies approved in the Public Works and Fleet capital budgets.

**Contacts:**

Jeremy DaCosta, Director of Transit and Fleet Services, 613-546-4291, Extension 1310

Robert (Bud) Steele, Manager of Fleet, 613-546-4291, Extension 2216

**Other City of Kingston Staff Consulted:**

Bill Linnen, Operations Manager, Public Works

Gord Warner, Supervisor, Fleet Services

**Exhibits Attached:**

Not Applicable