



CITY OF KINGSTON
REPORT TO COUNCIL

Report No.: 12-051

TO: Mayor and Members of Council

FROM: Denis Leger, Commissioner of Transportation, Properties & Emergency Services

RESOURCE STAFF: Sheila Kidd, Director of Transportation
Robert (Bud) Steele, Manager of Fleet

DATE OF MEETING: January 10, 2012

SUBJECT: F31-TPES-TS-FL-2011-20 – One (1) 7-Passenger Mini Van

EXECUTIVE SUMMARY:

The purpose of this report is to seek Council approval to award an RFP for the purchase of one 7-passenger minivan to Vaughn Chrysler. Council approval is required as staff received only two bid submissions for this RFP.

RECOMMENDATION:

THAT the RFP F31-TPES-TS-FL-2011-20 for the purchase of one 7-passenger minivan be awarded to Vaughn Chrysler for the purchase price of \$19,702 plus applicable taxes.

AUTHORIZING SIGNATURES:

<u>ORIGINAL SIGNED BY COMMISSIONER</u> Denis Leger, Commissioner of Transportation, Properties & Emergency Services
<u>ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER</u> Gerard Hunt, Chief Administrative Officer

CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

Cynthia Beach, <i>Sustainability & Growth</i>	N/R
Lanie Hurdle, <i>Community Services</i>	N/R
Jim Keech, <i>President and CEO, Utilities Kingston</i>	√

(N/R indicates consultation not required)

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OPTIONS/DISCUSSION:

Fleet Services issued an RFP on behalf of the Utilities Treatment Department for the purchase of one 7-passenger minivan. Only two proposals came forward. Both proposals are within the requested specifications.

Vaughn Chrysler	\$19,702
Performance Chrysler	\$19,872

This unit is an addition to the Utilities Treatment Department’s fleet accompaniment. The vehicle is being acquired to support the new position of water quality assurance officer within that division.

Green Fleet Policy Considerations - Natural Resources Canada rates this unit at 12.2 LTR/100KM city and 7.9 LTR/00 highway mileage. This unit runs on regular gas or up to 85% ethanol.

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:

Consideration of the *Ontarians with Disabilities Act* is incorporated into every City issued RFP.

FINANCIAL CONSIDERATIONS:

This purchase is funded from the 2011 capital budget as approved by Council.

CONTACTS:

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OTHER CITY OF KINGSTON STAFF CONSULTED:

Kevin Riley, Manager of Water / Waste Water

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EXHIBITS ATTACHED:

N/A