



**City of Kingston  
Report to Council  
Report Number 15-149**

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**To:** Mayor and Members of Council

**From:** Denis Leger, Commissioner of Transportation, Facilities and Emergency Services

**Resource Staff:** Sheila Kidd, Director of Transportation Services

**Date of Meeting:** January 27, 2015

**Subject:** Award of Contract – Two Half-Ton Extended Cab Pickup Trucks

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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 two half-ton extended cab pickup trucks that are needed as a result of service requirements. As only two submissions to the RFP were received, staff does not have delegated authority to proceed with the purchase and, as such, Council approval is required.

**Recommendation:**

**That** Humberview Trucks be awarded the contract for the purchase of two half-ton extended cab pickups (RFP F31-TPES-TS-FL-2014-20) for the total purchase price of \$44,150 plus applicable taxes; and

**That** the Commissioner of Transportation, Facilities, and Emergency 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 COMMISSIONER

**Denis Leger, Commissioner of  
Transportation, Facilities and  
Emergency Services**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

**Gerard Hunt, Chief Administrative Officer**

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

Cynthia Beach, Corporate & Strategic Initiatives	Not required
Lanie Hurdle, Community Services	Not required
Denis Leger, Transportation, Facilities & Emergency Services	Not required
Jim Keech, President and CEO, Utilities Kingston	
Desiree Kennedy, Chief Financial Officer & City Treasurer	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 two half-ton extended cab pickup trucks that are needed as a result of service requirements. Council approval is required because only two submissions to the RFP were received; therefore staff does not have delegated authority to proceed with the purchase.

The submissions were evaluated by staff using the following criteria:

Pricing and Related Costs - 45%

Specification Compliant - 40%

Delivery - 10%

Accessibility Standards for Customer Service, Ontario Regulation 429/7 - 5%

The submissions were ranked in the following order:

Humberview Trucks - Ranked #1 with a score of 95 out of 100.

Petrie Ford - Ranked #2 with a score of 89 out of 100.

Humberview Trucks offered two 2015 Chevrolet half-ton extended cab pickup trucks for the total purchase price of \$44,150. Petrie Ford proposed two 2015 Ford half-ton extended cab pickup trucks for the total purchase price of \$48,596. Humberview Trucks has been recommended as it attained the highest marks when evaluated based on unit pricing, warranty provision, and specification compliance. In addition to the pricing differential between the two units, the Chevrolet trucks include an additional 60,000 kilometres powertrain warranty coverage, a heavier load-carrying rating (GVWR), and a larger battery and alternator capacity than the Ford trucks.

**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*

For every litre of gasoline consumed, approximately 2.4 kilograms of carbon dioxide (CO<sub>2</sub>) are generated. Fuel economy and Greenhouse Gas Emissions (GHG) indicators are requested as part of all fleet RFP documents. The fuel economy for the Chevrolet trucks being recommended is 11.9 L/100km city and 8.4 L/100km highway. Fuel comparisons for this RFP are not possible because the proposal submitted by Petrie Ford indicated this information was not available for the 2015 model being proposed.

**Notice Provisions:**

Not Applicable

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**Accessibility Considerations:**

Not Applicable

**Financial Considerations:**

This purchase will be funded from monies previously approved in the 2014 Fleet capital budget.

**Contacts:**

Sheila Kidd, Director of Transportation Services, 613-546-4291, Extension 2221

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

**Other City of Kingston Staff Consulted:**

Troy Stubinski, Manager, Operations Public Works

**Exhibits Attached:**

Not Applicable