



**Meeting Date: March 15, 2023**

**Submitted by: Rob Cascaden, P.Eng – Director – Public Works and Engineering**

**Prepared by: Andrew Giesen, C.E.T, PMP Transportation Manager**

**Report No: PWE 12-2023**

**Subject: Award of 3 Replacement Vehicles for Building Services**

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**Recommendation:**

THAT report PWE 12-2023 re: Award of 3 Replacement Vehicles for Building Services be received;

AND THAT the purchase of 3 new 2023 Ford Escape Hybrid SUV's be awarded to McDonnell Motors Ltd. in the amount of \$134,109.60 (excluding HST);

AND FURTHER THAT the Mayor and Clerk be authorized to execute any necessary documents

**Purpose:**

To seek Council approval for the purchase of 3 new 2023 Ford Escape Hybrid SUV's. Pursuant to the provisions of the Procurement of Goods and Services Policy section 15 c) "If less than three (3) bids are received, the director or designate shall submit a report to Council for direction."

**Background:**

The purchase of 3 new replacement vehicles for Building Services was identified and approved by Council in the 2023 budget. In accordance with the corporate Procurement of Goods and Services Policy, tender RFT-PWE-2023-03 for the supply and delivery of 3 hybrid SUV's was publicly tendered utilizing Bids & Tenders; an online portal that connects suppliers providing various goods and services to buyers from the Provincial, Municipal, Education, Crown Corporation, Housing, Construction and Healthcare sectors and Private companies from across Canada.

**Analysis:**

Following the submission of bids on Wednesday, February 22, 2023, the tender submissions were downloaded from Bids & Tenders for review. The results of the tender submissions can be found below.

**Tender Results for – Supply and Delivery of 3 new Hybrid SUV’s**

Supplier Name	Bid Price (per vehicle) Excluding HST	Product Type	Total Cost (excl HST)
McDonnell Motors Ltd	\$ 44,703.20	3 new 2023 Ford Escape Hybrid SUV’s	\$134,109.60

Staff have reviewed the submissions for compliance with the tender requirements and specifications and found the one tender submission to be compliant with the tender specifications and requirements.

As per the approved Budget, the remaining three vehicles allocated to the department will be allocated as follows by transferring one vehicle to Water/Wastewater and transferring one vehicle to Community Services. The other vehicle is to be disposed of via public auction.

**Financial Implications:**

The tender submission received from McDonnell Motors Ltd for the purchase of 3 new Hybrid SUV’s in the amount of \$134,109.60 (excluding HST) is recommended by staff for award and be funded from the Fleet Services approved 2023 Budget of \$150,000.

**Strategic Plan:**

This matter aligns with following strategic priorities:

- Sustainable Infrastructure and Services

The sustainable and planned replacement of the municipal fleet will allow staff to carry out required inspections and duties in a cost-effective manner, minimizing down time and costly equipment repairs.

**Attachments:**

N/A