

## COUNCIL REPORT

M&C No.	2024-175
Report Date	June 18, 2024
Meeting Date	June 24, 2024
Service Area	Public Works and Transportation Services

Her Worship Mayor Donna Noade Reardon and Members of Common Council

***SUBJECT: Fleet Replacement Procurement – June 2024***

***OPEN OR CLOSED SESSION***

This matter is to be discussed in open session of Common Council.

***AUTHORIZATION***

Primary Author(s)	Commissioner/Dept. Head	Chief Administrative Officer
<b><i>Kevin Loughery / Chris Roberts</i></b>	<b><i>Michael Hugenholtz / Ian MacKinnon</i></b>	<b><i>J. Brent McGovern</i></b>

***RECOMMENDATION***

It is recommended that Common Council award the purchase of four (4) 43,000LB. Cab and Chassis Single Axle Trucks with attachments at a total cost of \$1,398,720.00 plus HST to Viking-Cives Ltd.

***EXECUTIVE SUMMARY***

The City of Saint John manages a fleet rolling stock of approximately 290 units. Each year, the City’s Fleet Management Division works with various City departments to identify and replace units which have reached the end of their useful service lives. The purpose of this report is to make recommendations to award the latest proposed units which require Common Council approval.

The City currently has over 75 units past their optimal replacement point (ORP, a calculation based on the age of a unit, the odometer reading, overall condition and maintenance cost) and this year, 36 units (some of which are the least reliable and most expensive to maintain) will be replaced through the City’s procurement processes.

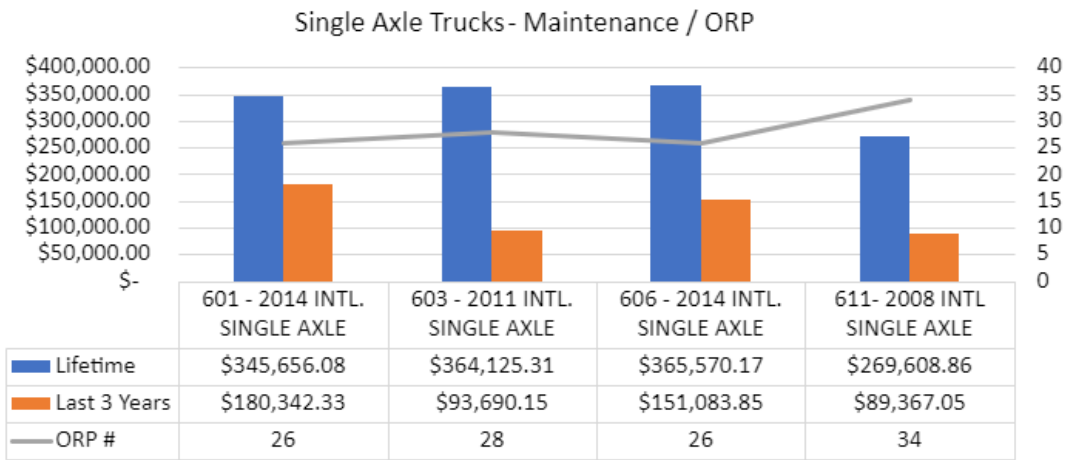
***PREVIOUS RESOLUTION***

Not applicable.

**REPORT**

Of the 290 rolling stock units, Fleet Management manages six (6) 43,000LB. Cab and Chassis Single Axle Trucks with attachments utilized by Public Works and Transportation Services. These units perform a wide variety of tasks including plowing and salting in the Winter and assist with asphalt, landscaping, excavation, demolition, and construction projects during the Summer.

The four (4) units in this recommendation are to replace four (4) units in Public Works and Transportation Services (PWT); 601, 603, 606, and 611. These units are considered toolboxes via the Continuous Improvement Fleet Utilization projects and deemed necessary for service delivery.



The minimum specifications used in this RFP process have been previously utilized for past purchases and should allow for a closer standardization of the fleet, should reallocation be required. The tentative delivery date on the new four (4) units is approximately 40 weeks. Of the four (4) units being replaced, all will be sent directly to auction.

**PREVIOUS RESOLUTION**

Not applicable.

**STRATEGIC ALIGNMENT**

This report aligns with Council’s Priority for Valued Service Delivery, specifically as it relates to investing in sustainable City services and municipal infrastructure.

**SERVICE AND FINANCIAL OUTCOMES**

This purchase is a planned replacement of existing fleet units, approved in the 2024 capital budget. The funds specifically are provided for in the General Fleet Reserve, funded from the respected operating budgets.

The specifications allow for vendors to submit proposals of new and/or used equipment to be evaluated using common criteria.

**INPUT FROM OTHER SERVICE AREAS AND STAKEHOLDERS – SUPPLY CHAIN MANAGEMENT**

Supply Chain Management facilitated the Request for Proposal (RFP) process to solicit proposals for 43,000LB. Cab and Chassis Single Axle Trucks with attachments. As such the RFP closed on May 22, 2024, with the following proponents responding by submitting proposals:

Viking-Cives Ltd.
Applied Pressure Inc.

A review committee, consisting of staff from Supply Chain Management, PWT and Fleet Services reviewed the submission for completeness and compliance with the RFP requirements and selection criteria consisting of the following:

1. Quality and Completeness of Proposal
2. Compliance with Minimum Specifications
3. Delivery
4. Service Response Time
5. Value Added
6. Cost

Also, in accordance with the City's standard procedures, the committee members evaluated the proposal based on the proposals' technical merits. Following this, the financial bid was opened and evaluated, and corresponding score was added to the technical score.

Viking-Cives Ltd.'s proposal was selected as the best proposal based on an overall rating of the evaluation criteria offering a strong overall solution for the City at the lowest cost.

The above processes are in accordance with the City's Strategic Procurement Policy and Supply Chain Management support the recommendations being put forth.

**ATTACHMENTS**

None