



**City of Kingston  
Report to Council  
Report Number 19-114**

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**To:** Mayor and Members of Council

**From:** Sheila Kidd, Commissioner Transportation & Public Works

**Resource Staff:** Jeremy DaCosta, Director Transit & Fleet Services

**Date of Meeting:** May 8, 2019

**Subject:** Award of Contract – 2019 Model Truck with a Construction Work Body

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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 truck with a construction work body. This vehicle is a replacement for an existing unit that has fulfilled lifecycle expectations. Council approval is required because only one submission to the RFP was received therefore staff does not have delegated authority to proceed with the purchase.

**Recommendation:**

**That** the Mayor and City Clerk be authorized to enter into a contract with Petrie Ford, in a form satisfactory to the Director of Legal Services, for the purchase of one 2019 model year truck with a construction work body (F31-TPES-TS-FL-2019-03) for the total purchase price of \$60,764 plus applicable taxes.

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**Authorizing Signatures:**

ORIGINAL SIGNED BY COMMISSIONER

**Sheila Kidd, Commissioner  
Transportation & Public Works**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

**Lanie Hurdle, Acting Chief Administrative  
Officer**

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

Gary Dyke, Commissioner, Corporate Enterprise Services	Not required
Peter Huigenbos, Acting Commissioner, Community Services	Not required
Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée 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 one 2019 model year truck with a construction work body. This vehicle is a replacement for an existing unit that has fulfilled lifecycle expectations. This truck is used by Public Works crews to transport materials and supplies for concrete maintenance work. The tools required to form concrete sidewalk panels and concrete curbs are very specific to this maintenance activity. The construction work body is designed with specific racking and storage compartments to store concrete forms, pins, concrete finishing tools, as well as power tools and the power supply for those tools.

The submission was 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%

The unit offered by Petrie Ford Sales is a 2019 model year Ford F450 crew cab chassis coupled with an 11-foot construction work body. This vehicle is propelled by a gasoline-powered engine and there is no equivalent electric vehicle available on the market. This proposal is compliant with the specifications requested in the RFP document.

**Existing Policy/By-law:**

By-law 2000 Kingston -134, *a By-law to Establish Purchasing Policies and Procedures for the City of Kingston*

**Notice Provisions:**

Not Applicable

**Accessibility Considerations:**

Not Applicable

**Financial Considerations:**

Sufficient funds are approved in the Fleet capital budget for this purchase.

**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

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**Other City of Kingston Staff Consulted:**

Bill Linnen, Director of Public Works Services

**Exhibits Attached:**

Not Applicable