



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Doc No. 2757489025 to Altec Industries Ltd. for the Supply and Delivery of Three (3) Heavy Trucks with Aerial Tower and Chipper Body for Fleet Services Division

Date: March 11, 2021
To: Bid Award Panel
From: Chief Procurement Officer
Wards: All

RECOMMENDATIONS

The Chief Procurement Officer recommends that the Bid Award Panel grant authority to award the following contract:

Solicitation Number:
Request for Quotation (RFQ) No. 2757489025

Description:
For the Supply and Delivery of Three (3) Heavy Trucks with Aerial Tower and Chipper Body for Fleet Services Division with option to purchase an additional Four (4) units in 2022, Five (5) units in 2023, Seven (7) units in 2024 and Five (5) units in 2025, pending budget availability. Upon Award of this RFQ, the Vendor and the City will have a Contract from date of award for a period of five (5) years, all in accordance with the terms, conditions, and specifications contained in this RFQ and any applicable City policy.

Recommended Supplier:
Altec Industries Ltd.

Contract Award Value (2021) (Not Optional)
\$1,043,517 net of all applicable taxes and charges
\$1,179,174 including all applicable taxes and charges
\$1,061,883 net of HST recoveries

Contract Award Value (2022-2025) (Optional)
\$7,896,339 net of all applicable taxes and charges
\$8,007,839 including all applicable taxes and charges
\$8,035,314 net of HST recoveries

Contract Award Value (2021-2025) (Total Potential Contract Award)

\$8,939,856 net of all applicable taxes and charges

\$10,102,037 including all applicable taxes and charges

\$9,097,197 net of HST recoveries

The contract is expected to start on the date of award and end on December 31, 2025.

The above cost calculations reflect a 3% CPI adjustment applied annually to each year's cost after the initial one (1) year period.

FINANCIAL IMPACT

The total potential contract award identified in this report for the full term is \$10,102,037 net of all applicable taxes and charges. The total potential cost to the City for the full term is \$9,097,197 net of HST recoveries.

Funding in the amount of \$1,061,883 net of HST recoveries is available in the 2021 Approved Capital Budget for Fleet Services. If applicable, funding for the option year purchases will be requested as part of future year Capital Budgets for Fleet Services. Funding details follow in Table 1.

Table 1: Financial Impact Summary of Recommended Contract

Division/Account	2021 (net of HST recoveries)	Optional 2022 (net of HST recoveries)	Optional 2023 (net of HST recoveries)	Optional 2024 (net of HST recoveries)	Optional 2025 (net of HST recoveries)
Parks Forestry & Recreation – Fleet Replacement CFL005	\$1,061,883	\$1,458,319	\$1,877,586	\$2,707,479	\$1,991,930
Grand total (net of HST Recoveries)			\$9,097,197		

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial impact information

SOLICITATION SUMMARY

Solicitation Issued: December 22, 2020

Solicitation Closed: January 28, 2021

Number of Addenda Issued: Two (2)

Number of Bids: One (1)

Table 1: Summary of Bids Received for Ariba Doc No. 2757489025

Supplier Name	Evaluated Bid Price (including H.S.T.)*
Altec Industries Ltd.	\$1,179,174

*Evaluated Bid Price contains a pricing form item that has since been removed from award (total value with HST of \$4,407.

DIVISION CONTACTS

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COMMENTS

For the recommended contract award, the following requirements have been met:

a. The firm recommended for award is the lowest Supplier meeting specifications or to the highest scoring Supplier based on the evaluation criteria included in the Solicitation and meeting the requirements of the solicitation;

b. the appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;

c. the total contract value is less than \$20 million dollars (excluding applicable taxes) and the contract term is:

1. for a contract funded by the operating budget, 5 years or less including any option years; or

2. for a contract funded by the capital budget, within the projected term of the capital funding for the project as set out in the capital budget, being within the authority of the Bid Award Panel;

d. there are no material written objections to the award;

e. the Solicitation document was advertised on the City's internet website and bids or proposals were opened publicly; and

f. the Fair Wage Office confirms the recommended firm understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Additional details and information for the above Solicitations are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Mike Pacholok
Chief Procurement Officer