

## **COMMITTEE OF THE WHOLE – JUNE 18, 2007**

### **AWARD OF FLEET MAINTENANCE CONTRACT REQUEST FOR PROPOSAL RFP 06-072**

#### **Recommendation**

The Commissioner of Community Services, in consultation with the Purchasing Services Department and the Fleet Manager recommends:

- 1) That RFP06–072 for the repairs and maintenance of City vehicles be awarded to the following:
  - Al Palladini's Pine Tree Ford Lincoln
  - Perfection Automotive Ltd.
  - Pinnacle Automotive Ltd.
  - York Auto Repairs
  - Wenmar Automotive
  
- 2) That a by-law be enacted authorizing the Mayor and the City Clerk to sign the necessary documents.

#### **Economic Impact**

The Preventative Maintenance and Repairs program is budgeted and funded from the Vehicle Reserve Fund.

#### **Communications Plan**

None.

#### **Purpose**

To award RFP06-072 for maintenance and repairs to City vehicles.

#### **Background – Analysis and Options**

The City of Vaughan has a fleet of 180 vehicles, licensed under the Highway Traffic Act. These include cars, pick-up trucks, cargo vans, street sweepers and heavy duty dump trucks / street salters.

In October of 2006, Purchasing Services invited shops to submit a bid for RFP06-072, the maintenance and repairs of City vehicles. The bid was publicly advertised in the Vaughan Citizen, Electronic Tendering Network (ETN) and Ontario Public Buyers Association (OPBA) and closed on November 22, 2006. The term of the contract is for two years, plus the options to extend it for an additional two years.

Twenty-five (25) bid documents were issued and seventeen (17) were received, nine (9) of which were deemed non-compliant by the Purchasing Services Department.

An Evaluation Committee formed of representatives from the Fleet Department, Purchasing Services Department, Parks and Works Departments have reviewed and evaluated all submissions based on the criteria as set out in the proposal document. The top five proponents scoring the highest points would be considered.

Previously the City's Fleet Department utilized four shops for repairs and maintenance. Three were for repairs to light vehicles and one for heavy vehicles. Because of the increase in fleet size and to have repairs completed in a timely fashion the RFP included the provision to include one additional shop.

The scoring was based on two sections as follows:

Section One: The written submissions were evaluated on the following criteria based on a maximum of 100 points as follows:

Section One Criteria	Points
Repair rates	30
Capacity and resources	30
Hours of operation	25
Location of facility	15
Total	100

Section Two: The Evaluation Committee conducted shop visits and scored the proponents on the following criteria, based on a maximum of 25 points as follows:

Section Two Criteria	Points
Shop equipment	5
Service bays / work space	5
Shop cleanliness	5
Electronic invoicing.	5
Inventory	5
Total	25

The eight (8) companies who submitted qualified proposals were evaluated by the Committee, of which the following five (5) companies met all the requirements with the highest scoring.

- Al Palladini's Pine Tree Ford Lincoln
- Perfection Automotive Ltd.
- Pinnacle Automotive Ltd.
- York Auto Repairs
- Wenmar Automotive

**Relationship to Vaughan Vision 2007**

The relation to VV2007 is A-1 Pursue Excellence in the Delivery of Core Services.

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

**Regional Implications**

None.

**Conclusion**

The Evaluation Committee evaluated the submissions and based on the results and the ability of the vendors to meet the requirements for repairs and maintenance, it was the consensus of the Committee to recommend that the tender be awarded to the various shops as noted in the recommendations.

**Attachments**

None.

**Report prepared by:**

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Respectfully submitted,

Marlon Kallideen  
Commissioner of Community Services.