

Report to Council

Report Title: Walkerton Pumper Truck RFP Results

Prepared By: Chris Wells, Director of Fire and Emergency Services

Department: Fire

Date: December 14, 2021

Report Number: FIRE2021-08 **File Number:** C11FIRE, F18

Attachments: Message from Ontario Association of Fire Chiefs – Supply Chain Issues

Recommendation:

That the Council of the Municipality of Brockton hereby accepts Report Number FIRE2021-08 - Walkerton Pumper Truck RFP Results, prepared by Chris Wells, Director of Fire and Emergency Services and in doing so authorizes the Director of Fire and Emergency Services to enter into contract negotiations with Fort Garry Fire Trucks for a Pumper Truck at a total price of \$843,787 excluding applicable taxes.

Report:

Background:

On October 12, 2021 Brockton Council authorized moving forward with the Request for Proposal (RFP) process for a Pumper Truck for the Walkerton Fire Department. On Oct 15th, 2021 the RFP was released for the purpose of sourcing a manufacturer to deliver a pumper. Manufacturers were able to make inquiries regarding our RFP until Nov 10th and had the opportunity to submit their proposals until 12:00pm on December 3rd. Two proposals were submitted by the following manufacturers:

Dependable Emergency Vehicles

Fort Garry Fire Trucks

Analysis:

The Walkerton Fire Truck Committee followed the steps for evaluation based on the Brockton Procurement Policy. There were four steps that were taken, as outlined below:

Step 1: The Financial portion of the bids were removed and reviewed to ensure they met the minimum specifications. They were then placed in a sealed envelope. The remaining proposals were submitted to the Walkerton Fire Truck Committee and reviewed for mandatory criteria which is based on a pass/fail evaluation. Bids that did not meet the

minimum specifications listed in the RFP would be scored as a fail and would not move on to the next step.

Step 2: Each of the 5 committee members ranked each proposal based on the rated criteria listed in the RFP. This evaluation consisted of points being awarded based on the required criteria which consisted of:

- Company Background and experience – 20 points
- Product value add features – 20 points
- Delivery, Installation, Commissioning and staff training – 25 points
- Warranty, Maintenance and Support – 35 points

Once individual rankings were complete the group met and discussed the evaluation criteria and each evaluator score and then determined a final consensus score for each proposal.

Step 3: The committee lead collected all the evaluations which were kept for retention purposes. The committee lead then met with myself and the Financial bids were opened and scored based on a maximum of 25 points with the lowest bid receiving 25 points and the remaining bids receiving points based on the following calculation.

(lowest Total bid price divided by the manufacturers price multiplied by 25)

This final number was then added into the bidders score and a percentage was derived

Step 4: References were checked on the potential successful bidder.

Based on the outcome of these 4 steps it is our recommendation that Council approve moving forward with a contract awarded to Fort Garry Fire Trucks at a total price of \$843,787 excluding applicable taxes.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- | | |
|---|-----|
| • Do the recommendations help move the Municipality closer to its Vision? | Yes |
| • Do the recommendations contribute to achieving Cultural Vibrancy? | Yes |
| • Do the recommendations contribute to achieving Economic Prosperity? | Yes |
| • Do the recommendations contribute to Environmental Integrity? | Yes |
| • Do the recommendations contribute to the Social Equity? | Yes |

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The Municipality of Brockton has been allocating funds to the Fire Reserve Fund for this Pumper Truck for a number of years. The total Reserve Fund amount is currently \$529,000 at this time. This pumper truck cost is higher than originally expected and financially planned for but as noted in the attached document this is a sign

of the times we are in. We will be including \$150,000 in 2022 and 2023 budget to fully fund this purchase for delivery of the pumper truck in 2023.

Reviewed By:



Trish Serratore, Chief Financial Officer

Respectfully Submitted by:



Chris Wells, Director of Fire and Emergency Services

Reviewed By:



Sonya Watson, Chief Administrative Officer