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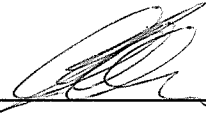


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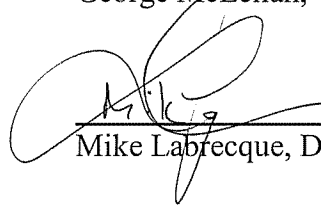
Halifax Regional Council
July 15, 2003

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:



George McLellan, Chief Administrative Officer



Mike Labrecque, Director, Real Property and Asset Management

DATE: July 7, 2003

SUBJECT: Award RFP 03-018, Access-A-Bus Vehicles

ORIGIN

Approved Capital Budget Program for 2002/2003 and 2003/2004 - Transit Services Fleet, Access-A-Bus Vehicles and Replacement.

RECOMMENDATION

It is recommended that RFP 03-018, a three year purchase agreement for the supply of Access-A-Bus vehicles be awarded to the highest ranking evaluated proposal, Crestline Coach Ltd - Goshen Bus Coaches for a cost of \$1,123,919.00 plus taxes and an allowance of 5 % for a total cost of \$ 1,255,984.54 with funding authorized as per the Budget Implications section of this report.

BACKGROUND

The Halifax Regional Municipality will be using these vehicles to transport ambulatory and non-ambulatory passengers. These Access-A-Bus vehicles are involved in a dial-a-ride type service which means that passengers are usually picked up and dropped off at various locations. The buses are small units that allow for easier access to residential areas, allows for quicker service to our clients and accommodates room for seated passengers and wheelchair passengers.

Halifax Regional Municipality has an annual replacement program that retires vehicles that have reached the end of their economic life. For Access-A-Bus units the typical economic life is five years. If these vehicles are not replaced in a timely fashion the maintenance costs increase and effect the operating budgets of Metro Transit.

This price agreement is for a total of up to 13 units over three years, subject to budget approval, with an initial purchase of 9 units. Of these 9 units 8 units are replacement units and the 9th unit is an addition to the Fleet to allow Transit to deliver the expanded service approved by Council through the budget process.

DISCUSSION

A Request for Proposals was issued for supply of Access-A Bus Vehicles over three (3) years to operate over routes in the HRM, Transit Division service area and surrounding area. The Request for Proposals was advertised on February 8, 2003 and closed on April 15, 2003.

The following firms submitted proposals:

Crestline Coach Ltd.(Goshen Bus Coaches)
Crestline Coach Ltd. (Eldorado Bus Coaches)
A. Girardin Inc.

An evaluation team consisting of staff of fleet services and Procurement evaluated the proposal on the following basis:

- Financial
- Technical
- Vendor Support

The final scoring for each firm is as follows:

Company	Scoring (max. 100)
Crestline Coach Ltd. (Goshen Bus Coaches)	90.0
Crestline Coach Ltd. (Eldorado Bus Coaches)	87.7
A. Girardin Inc.	77.0

Attachment "A" provides the detailed breakdown of the total scoring and fees.

The proponents have many years experience building custom design buses. All proposals were compliant with the mandatory requirements of the RFP including the technical specifications and other requirements.

Crestline Coach Ltd.(Goshen Bus Coaches) was the highest ranking proposal based on the criteria in Attachment "A". This proposal provides for the lowest overall total price and a delivery time of 4 months. It is therefore recommended that Crestline Coach Ltd. (Goshen Bus Coaches) be awarded the contract.

BUDGET IMPLICATIONS

This award covers budget years 2002/2003, 2003/2004 and 2004/2005. Funds from 2002/2003 were unused as the existing price agreement for that period did not allow for purchases that met recent changes to Transit requirements. Funding has been confirmed by staff of Financial Services.

Approved budgets include the following:

Budget Summary Project CVD00277, Replacement Access-A-Bus (4 vehicles)

Cumulative Unspent Budget \$ 399,689.10
Less RFP 03-018 **\$ 378,910.02**
 Uncommitted Budget \$ 20,779.08

Budget Summary Project CVD00429, Access-A-Bus Vehicles (1 vehicle)

Cumulative Unspent Budget \$ 100,000.00
Less RFP 03-018 **\$ 94,727.50**
 Uncommitted Budget \$ 5,272.50

Budget Summary Project CVD00430, Replacement Access-A-Bus (4 vehicles)

Cumulative Unspent Budget	\$ 400,000.00
Less RFP 03-018	\$ 378,910.02
Uncommitted Budget	\$ 21,089.98

Funds in the amount of \$762,903.00 plus an allowance of 5 % and Net HST for a total \$852, 547.54 are available for the 9 vehicles. An allowance is required for any changes that must take place during final assembly of the vehicles either to comply with most recent requirement of URB regulations or to comply with changes in Transit Operation requirements.

The award for budget year 2004/2005 is contingent on Council approving funds through the Capital budget process for this budget year.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

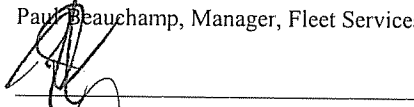
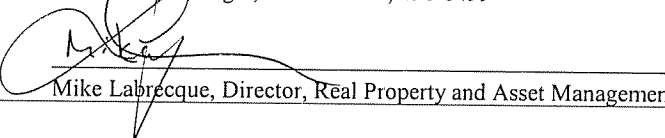
This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

There are no recommended alternatives.

ATTACHMENTS

Attachment "A"

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.	
Report Prepared by:	Anne Feist, Procurement Coordinator, 490-4200 Paul Beauchamp, Manager, Fleet Services, 490-6604
Report Reviewed by:	 Peter Ross, Manager, Procurement, 490-6499
Report Approved by:	 Mike Labrecque, Director, Real Property and Asset Management, 490-4851

ATTACHMENT "A"

PROPOSAL EVALUATION CRITERIA

Criteria	Max Score	PROPOSAL		
		Crestline (Goshen)	Crestline (Eldorado)	Girardin (MB-IV)
1. Financial: Overall cost including price per bus, inventory, training, tooling, delivery, maintenance, operating costs Benefits accrued due to non compliance items.*	40.0 Yr 1 & 2 (9 units) Yr 3 (5 units) Overall Total Price (all units)**	34.0 \$ 84,767.00 per unit \$ 90,254.00 per unit \$1,123,919.00	31.7 \$ 91,025.00 per unit \$ 97,535.00 per unit \$1,209,365.00	21.0 \$ 94,350.00 per unit No Bid \$849,150.00***
2. Technical: Compliance with requirements and preferences in specifications	30.0	30.0	30.0	30.0
3. Vendor Support: Sales, service, warranty, documentation, parts availability, number of units sold, industry reputation.	30.0	26.0	26.0	26.0
Total	100.0	90.0****	87.7	77.0
Ranking		1	2	3

* Financial information does not include taxes or allowances.

** The RFP initially envisioned the purchase of up to twelve (12) units, however, more recent estimates have increased this to thirteen (13) units.

*** This proposal did not provide for pricing for year 3.

**** Recommended Proponent.