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Halifax Regional Council
May 11, 2004

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:



Geri Kaiser, Acting Chief Administrative Officer



Michael Labrecque, Director, Real Property & Asset Management

DATE: April 30, 2004

SUBJECT: Award - Tender 03-114R, Two (2) 4 Door Sedan Heavy Duty Vehicles

ORIGIN

Approved 2003/04 Capital Budget

RECOMMENDATION

It is recommended that Regional Council award Tender 03-114R to Carroll South Shore Motors the lowest bidder meeting specifications in the amount of \$53,000.00 plus net HST for a total cost of \$56,407.37 from Capital Account No. CVD00433, Service Vehicle Replacement, with funding authorized as per the Budget Implications section of this report.

BACKGROUND

The Halifax Regional Municipality publicly advertised tenders from qualified dealerships and firms to supply and deliver vehicles for Fleet Services, Real Property and Asset Management.

A tender was issued for the supply and delivery of two (2) 2004 4-Door Sedan Heavy Duty Vehicles (Front Wheel Drive), to replace two (2) 1998 4-Door high mileage sedans, used as road service vehicles, in the Metro Transit Operations Dept. The tender only yielded one bid the first issue so it was reissued.

DISCUSSION

Tenders were sent to qualified firms for the above noted vehicles. The following bids were received, evaluated and recommended by Transit Services and Fleet Services.

Bidder	Total Price (excl. net HST)	Total Price (incl. net HST)
Carroll South Shore Motors	\$ 53,000.00	\$ 56,407.37

One other bid was received from Blaikies Dodge Chrysler but did not meet specifications in a number of areas. Staff is therefore recommending that the lowest bidder meeting specification, Carroll South Shore Motors, be awarded the tender.

BUDGET IMPLICATIONS

Based on a total award of \$56,407.37 including net HST, funding is available for this tender in the 2003/3004 Approved Capital Budget under Account No. CVD00433, Service Vehicle Replacement Program. The budget availability has been confirmed by Financial Services.

Budget Summary:	<u>CVD0433, Service Vehicle Replacement Program</u>	
	Cumulative Unspent Budget	\$124,179.00
	Less Tender 03-114R	<u>\$ 56,407.37</u>
		\$ 67,771.63

The net HST has been included in the award amount. The Federal Government, in the recent speech from the throne, has proposed changes that would provide a GST rebate to Municipalities. This legislation, once approved, will affect the total cost of this award. Once the legislation is in place, and the actual amount determined, the value will be adjusted accordingly.

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.

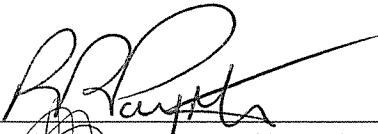
ALTERNATIVES

Council could choose not to award this contract. This is not the recommended approach.

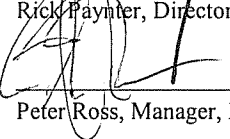
Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Anne Feist, Procurement Coordinator 490-4200
Paul Beauchamp, Manager, Fleet Services 490-6604

Report Approved by:



Rick Paynter, Director, Public Works and Transportation 490-4855



Peter Ross, Manager, Procurement, Financial Services 490-6499