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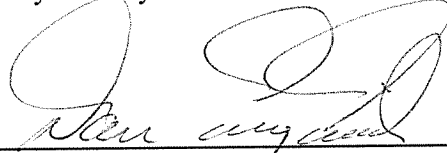


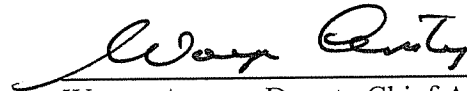
PO Box 1749  
Halifax, Nova Scotia  
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**Halifax Regional Council**  
**January 30, 2007**

**TO:** Mayor Kelly and Members of Halifax Regional Council

**SUBMITTED BY:**

  
\_\_\_\_\_  
Dan English, Chief Administrative Officer

  
\_\_\_\_\_  
Wayne Anstey, Deputy Chief Administrative Officer - Operations

**DATE:** January 3, 2007

**SUBJECT:** Request for Proposal # 06-128 - Supply of Access-A-Buses

**ORIGIN**

The 2006/07 Capital Budget in support of Transit Services.

**RECOMMENDATION**

It is recommended that Council authorize the award of RFP # 06-128, for a three-year period, to the highest ranking proponent, Crestline Coach Ltd., at a cost of \$874,012 (including net HST) in 2006/07 for ten (10) buses with funding from Capital Account CVD00429 and CVD00430 as outlined in the Budget Implications section of this report, and an additional cost of \$950,550 (including net HST) for up to an additional ten (10) buses in 2007/08 and 2008/09, contingent upon Council approval of capital funding through the capital budget process for those years.

**BACKGROUND**

There is a requirement to purchase up to a total of twenty (20) access-a-buses within the next three years. For 2006/2007, the requirement is for eight (8) replacement buses and two (2) expansion buses. The replacement buses will permit removal from service a total of eight (8) buses that are at the end of their useful life after being in service an average of five years. The two (2) expansion buses are required based on Council's stated priorities for growth of Transit Services.

Request for Proposal # 06-128 was issued on September 9<sup>th</sup>, 2006 and closed on November 9<sup>th</sup>, 2006.

**DISCUSSION**

Two (2) companies responded to the Request for Proposals:

- Crestline Coach Ltd.
- Perry Rand Transportation Group Limited.

The proposal review team included staff from Fleet Services, Metro Transit and Financial Services. Proposals were evaluated in three key areas: financial, technical, and vendor support. Appendix "A" provides a scoring summary and pricing details for both respondents, with the Crestline Coach Ltd. proposal receiving the highest overall score. Therefore, staff is recommending award of the three-year agreement to Crestline Coach Ltd.

**BUDGET IMPLICATIONS**

Budget Summary:            Capital Account No.CVD00429 - Access-A-Bus Expansion

Cumulative Unspent Budget	\$249,896
Less: RFP # 06-128 (2 buses in 2006/07)	<u>\$174,802</u>
Uncommitted Budget	\$ 75,094

Capital Account No. CVD00430 - Access-A-Bus Replacement

Cumulative Unspent Budget	\$867,584
Less: RFP # 06-128 (8 buses in 2006/07)	<u>\$699,210</u>
Uncommitted Budget	\$168,374

The budget for these units was estimated in the 2006/07 Capital Budget at \$110,000 per unit.

The balance of available funds in Capital Projects CVD00429 and CVD00430 will be used to fund future Transit initiatives.

The budget availability has been confirmed by Financial Services.

**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.

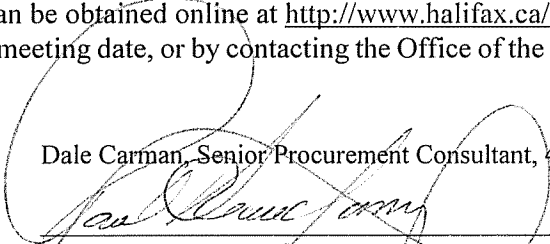
**ALTERNATIVES**

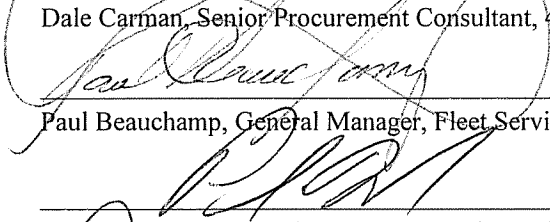
Defer replacement/expansion of access-a-buses until a later date. This alternative is not recommended as it will result in higher operating costs due to the age of the existing buses requiring replacement, and will also limit expansion of Access-A-Bus Services to the public.

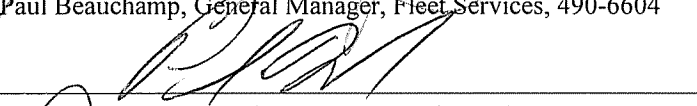
**ATTACHMENTS**

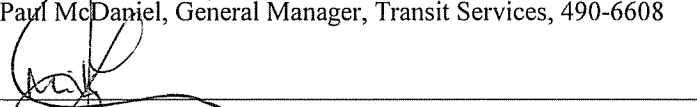
Appendix "A" - Evaluation Matrix.

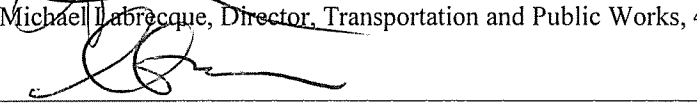
A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

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Financial Approval by:  Catherine Sanderson, Senior Manager, Financial Services, 490-1562

**APPENDIX "A"**  
**HALIFAX REGIONAL MUNICIPALITY**  
**Request for Proposals #: 06-128**  
**Supply of Access-A-Buses**

Criteria	MAX SCORE	Company Name	
		Crestline	Perry Rand
1 Financial:  Overall costs including price per bus, tooling, delivery and any benefits accruing due to other factors.	40	40	37
2 Technical:  Compliance with minimum requirements and preferences in specifications.	30	28	27
3 Vendor Support:  Sales, service, warranty, documentation, parts availability, industry reputation and number of units sold.	30	28	26
<b>TOTAL</b>	<b>100</b>	<b>96**</b>	<b>90</b>
<b>RANKING</b>		<b>1</b>	<b>2</b>
Cost per Unit (including net HST)			
2006/07		\$87,401	\$96,650
2007/08		\$91,562	\$100,583
2008/09		\$98,548	\$104,604
Total Cost (including net HST) of 20 Buses over a three (3) Fiscal-Year Period		\$1,824,562	\$1,992,435

\*\* Recommended Proponent