



PO Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

## Item No. 11.1.1

Halifax Regional Council  
October 28, 2008

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

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**SUBMITTED BY:**

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Dan English, Chief Administrative Officer

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Wayne Anstey, Deputy Chief Administrative Officer - Operations

**DATE:** October 7, 2008

**SUBJECT:** Request for Proposal # 08-098 - Supply of Rural Transit Buses

### ORIGIN

The 2008/09 Capital Budget.

### RECOMMENDATION

It is recommended that Council authorize the award of RFP # 08-098, for a three-year period, to the highest ranking proponent, Overland Custom Coach (2007) Inc., at a cost of \$4,232,760.00 (including net HST), with funding for phase one (2008/09) in the amount of \$1,356,472.00 to come from Capital Account No. CMU00973 - Rural Express Transit as outlined in the Budget Implications section of this report, and the remaining two years of the contract to be completed as funding through future capital budgets is approved by Council for those years.

## **BACKGROUND**

There is a requirement to purchase up to a total of thirty (30) rural transit buses within the next three years. For 2008/2009, the requirement is for ten (10) buses. Five are to be in service, two will be in Fleet, and three will be held on reserve to be used in the event the demand requires increased frequency. These ten buses were included in the calculation for the garage being at capacity by year end.

Request for Proposal # 08-098 was issued on June 7<sup>th</sup>, 2008 and closed on July 18<sup>th</sup>, 2008.

These units will be used by Metro Transit to operate the Rural Express service, branded as Metro Express, or MetroX for short. The *HRM Regional Transit Plan - Park and Ride, Express and Rural Transportation Services* study was the basis for MetroX. The introduction to this study states:

“The need for public transportation extends well beyond the major metropolitan area into smaller suburban and rural communities. Residents in these areas recognize the benefits of public transit in providing greater freedom and independence in which to live and work; to allow more choice in how they travel; and to provide greater access to a variety of destinations such as school, shopping, and medical facilities as well as commuting into the Central Business District (CBD) for work, education and other purposes.”

The first phase is slated to begin in May 2009 and will operate on the Highway 103 corridor between Tantallon and Downtown Halifax. Future phases will introduce service on the Highway 101, 102, and 107 corridors. The buses will be similar to the drawing shown in Appendix B and are 30' in length and will seat 32 people.

## **DISCUSSION**

Three(3) companies responded to the Request for Proposals:

- Crestline Coach Ltd.
- Overland Custom Coach Inc.
- Perry Rand Transportation Group Limited.

Note: The proposal submission from Perry Rand Group is not included in the final scoring as it did not meet the Rural Bus Technical requirements.

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 respondents, with the Overland Custom Coach Inc. proposal receiving the highest overall score. Staff is recommending award of the three-year agreement to Overland Custom Coach Inc.

**BUDGET IMPLICATIONS**

Based on the lowest tendered price of \$1,356,472.00, including net HST, for the first phase (2008/09) funding is available in Capital Account CMU00973. The budget availability has been confirmed by Financial Services.

Budget Summary: Capital Account No.CMU00973 - Rural Express Transit

Cumulative Unspent Budget	\$2,977,340.00
<b>Less: RFP # 08-098(10 buses)</b>	<b>\$1,356,472.00</b>
Uncommitted Budget	\$1,620,868.00

The budget for these 10 buses was estimated in the 2008/09 Capital Budget at \$1,448,000 including net HST.

The balance of available funds in Capital Projects CMU00973 will be used to fund future Rural Transit initiatives.

**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**

- Appendix “A” - Evaluation Matrix.
- Appendix “B” - Drawing of MetroX Bus

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.

Report Prepared by: Dale Carman, Sr. Procurement Consultant, 490-6476

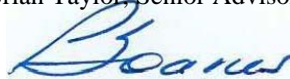
Report Approved by:



Paul Beauchamp, General Manager, Fleet Services, 490-6604



Brian Taylor, Senior Advisor, IAM, 490-1665



Patricia Soanes, General Manager, Metro Transit, 490-6608



Michael Labrecque, Director, Transportation and Public Works, 490-4855



Procurement Approval by:

Anne Feist, Operations Manager, Procurement at 490-4200

**APPENDIX "A"**  
**HALIFAX REGIONAL MUNICIPALITY**  
**Request for Proposals # 08-098**  
**Supply of Rural Transit Buses**

Criteria		MAX SCORE	Company Name	
			Crestline	Overland
1	<b>Financial:</b>  Overall costs including price per bus, tooling, delivery and any benefits accruing due to other factors.	40	34	40
2	<b>Technical:</b>  Compliance with minimum requirements and preferences in specifications.	30	28	28
3	<b>Vendor Support:</b>  Sales, service, warranty, documentation, parts availability, industry reputation and number of units sold.	30	30	30
<b>TOTAL</b>		<b>100</b>	<b>92</b>	<b>98*</b>
<b>RANKING</b>			<b>2</b>	<b>1</b>
Cost per Unit (including net HST)				
2008/09			\$152,548	\$135,647
2009/10			\$164,423	\$141,020
2010/11			\$177,111	\$146,609
Total Cost (including net HST) of 30 Buses over a three (3) Fiscal-Year Period			\$4,940,820	\$4,232,760

\*\* Recommended Proponent



MetroTransit

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MetroX

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