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**Halifax Regional Council**  
**October 18, 2005**

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

**SUBMITTED BY:**   
Wayne Anstey, Acting Chief Administrative Officer

**DATE:** October 07, 2005

**SUBJECT:** **Award of Tender #05-104 - Lease of Twenty (20) One-half (½) Ton 4x4  
Regular Cab Pick-up Trucks**

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### **ORIGIN**

HRM business units currently use both owned and leased vehicles to supply their services. Currently, there is a need to:

- replace 16 leased vehicles, as the leases have expired, and
- lease 4 additional vehicles for service expansions identified and approved in the 05/06 operating budget.

### **RECOMMENDATION**

It is recommended that Regional Council:

1. Award Tender #05-104 to MacPhee Pontiac Buick GMC Ltd for the lease of twenty (20) pick-up trucks, for a total lease amount of \$322,451 (including net HST).
2. Authorize the Mayor and Municipal Clerk to enter into a 36-month lease with MacPhee Pontiac Buick GMC Ltd for the twenty (20) pick-up trucks, with funding to be provided from the operating budget, as detailed in the Budget Implications section of this Report, and subject to written approval from the Minister of Service Nova Scotia and Municipal Relations as required under Section 88(4) of the Municipal Government Act.

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**BACKGROUND**

Operational business units in HRM have identified a need to acquire sixteen (16) pick-up trucks to replace existing leases expiring in 2005. Business units identified a need for an additional four (4) pick-up trucks to meet their operational requirements.

**DISCUSSION**

Detailed specifications were developed by Fleet Services based on requirements identified by:

<b>Business Unit / Division</b>	<b>Replacement Vehicles</b>	<b>Additional Vehicles</b>
Environmental Management Services	1	0
Real Property and Asset Management	7	1
Transportation and Public Works	8	3
<b>Total # of Vehicles</b>	<b>16</b>	<b>4</b>

A tender was issued in July 2005. Four (4) responses were received, with all bidders meeting specifications, as follows:

	<b>Total Lease Excl. Net HST (36 months)</b>
<b>MacPhee Pontiac Buick GMC Ltd</b>	<b>\$311,760 *</b>
Carroll Pontiac Buick Ltd	\$328,839
Halifax Chrysler Dodge Ltd	\$358,560
Steele Ford Lincoln	\$356,645

\* Lowest bidder for leasing.

Staff recommend award of the tender to MacPhee Pontiac Buick GMC Ltd as the lowest leasing bidder meeting specifications, for a thirty-six (36) month lease for twenty (20) one-half ton 4x4 regular cab pick-up trucks.

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**BUDGET IMPLICATIONS**

Budgetary impact over the 36-month lease will be \$16,123 (including net HST) for each vehicle. The business units that will be assigned the trucks have confirmed funding availability within the approved 2005-06 operating budget, funding requirements for future years are pending budget approvals for the subsequent years under cost element 6807 (Vehicle Leases) for the following cost centers:

<b>Business Unit</b>	<b>Cost Center</b>	<b># of Vehicles</b>
<b>EMS</b>	R250 - Community Plants	1
	<b>Total - EMS (over 36 months)</b>	
<b>RPAM</b>	R851 - Parks / Horticulture	1
	R855 - Parks / Cemeteries	1
	W130 - Contract Support Admin	1
	W180 - Playgrounds East	1
	W182 - Sportsfields East	2
	W186 - Sportsfields West	1
	W200 - Facility Operations	1
	<b>Total - RPAM (over 36 months)</b>	<b>8</b>
<b>TPW</b>	R721 - Litter Pickup / Basket	1
	R731 - Patching	3
	R732 - Gravel Road Maintenance	2
	R740 - Concrete Sidewalks	2
	R747 - Traffic Signs	1
	R817 - Pumping Stations	1
	R820 - Manholes	1
	<b>Total - TPW (over 36 months)</b>	<b>11</b>

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**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**

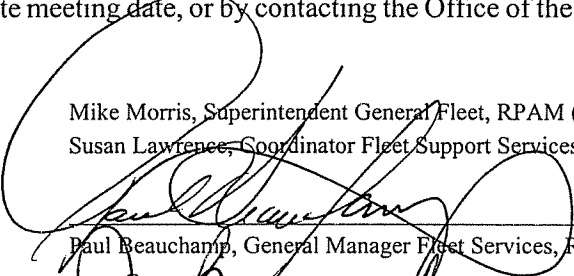
There are no alternatives to the lease as there are no Capital funds identified to purchase the required vehicles. Purchasing the vehicles is not suggested as it would require currently funded capital projects to be deferred to a future budget year to free up the money to purchase these vehicles.

**ATTACHMENTS**

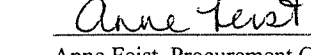
N/A.

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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