Report of the Standing Policy Committee on Public Works dated February 5, 2002

Award of Tender 895-2001 - Lease of Light Fleet Vehicles
File GL-9 (Vol. 17) [c/r FP-1 (Vol. 7)]

1. The Standing Policy Committee on Public Works has been advised that each year Fleet Management Services must tender out a contract for the procurement of leased vehicles. The vehicles will be used by employees of various city departments and replace existing leased units for which the lease will be expiring.

Funding for this contract will be provided by the Public Works Department, Fleet Management Services, which will impact its operating budgets for years 2002 to 2005 inclusive.

The tender closed on November 22, 2001, and the bids received are outlined in Appendix "B".

It is recommended that Item 1 and 2 be awarded to Murray Chev Olds, submitting the lowest evaluated responsive bid. The contract administrator has reviewed the work with the recommended bidder, and is of the opinion that they have the necessary resources to meet all of the requirements of the specifications. It should be noted that there was no bid or performance security required from the successful bidder for this contract.

The original lapse date for the Bids was January 21, 2002. The Materials Management Division has secured confirmation from the Murray Chev Olds to extend/hold their bid submission prices on both items until March 20, 2002.

The recommended bids were founded on the basic charge per month for leasing the vehicles based on an average yearly usage of 25,000 kilometres per year.

The cost of this contract is estimated to be:

Item 1 $23,656.29

Item 2 $11,590.94

Total $35,247.23 per year (including P.S.T and G.S.T.

Total = Monthly Charge (for item) x Taxes x Quantity for item x 12 months

Tax calculations are based on the following figures:

7 % P.S.T and 3% G.S.T. = 10% Total Tax

The contract award summary is outlined on Appendix "C".

Only the funds for the year 2002 are included in the approved budget. There will be no financial impact on capital budgets, as the funding will be borne from the current budgets of the various end users.

The financial impact statement is outlined on Appendix "A".

Council must approve the award of contract as the funds are being committed from future budgets.

The Standing Policy Committee on Public Works recommends:

I. That a contract by the Director of Public Works for the lease of vehicles from June 17, 2002 to June 17, 2005, be awarded to Murray Auto Group Winnipeg Ltd. o/a Murray Chevrolet Oldsmobile Sales Winnipeg, (Murray Chev Olds), the lowest evaluated responsive bidder for Items 1 and 2 in the amount of $96,128.64 plus PST and GST.

II. That the Proper Officers of the City be authorized to do all things necessary to implement the foregoing, including the execution of any documents related thereto.

Appendix "A" referred to in Clause 1 of the Report of the Standing Policy Committee on Public Works dated February 5, 2002

Financial Impact Statement

Date: February 1, 2002

Project Name:

First Year of Program

AWARD of TENDER 895-2001 — LEASE of LIGHT FLEET VEHICLES

	2002	2003	2004	2005	2006
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ 33,824	$ 67,647	$ 67,647	$ 33,824	$ -
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 33,824	$ 67,647	$ 67,647	$ 33,824	$ -
Less: Existing Budget Amounts	33,824	67,647	67,647	33,824	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: The DIRECT COSTS above are derived from the following :

The CONTRACT COST per year (pro rated) plus INCIDENTAL COSTS per vehicle, per month

Incidental costs include the following : Fuel, Maintenance, Insurance and Overhead ($ 270)

Only the 2002 budget has been approved by council.

Original signed by Darcy Stewart
Manager of Finance & Administration

Approved by Divisional Accountant Trainee: ☒

Appendix "B" referred to in Clause 1 of the Report of the Standing Policy Committee on Public Works dated February 5, 2002

BID SUMMARY TABLES	Tender 895 – 2001 - LEASE of LIGHT FLEET VEHICLES

Note : The " charges " listed below represent the actual prices submitted by the bidders.
All "charges " listed **do not include** PST or GST (PST and GST will be extra.)
The recommended bidders have been highlighted in bold.

TABLE - BS 1	BID SUMMMARY	ITEM 1
B I D D E R	**ITEM 1 A** **BASIC CHARGE per MONTH**	**ITEM 1 B** CHARGE per km for **MORE** than 25,000 km/yr
1 Thrifty Canada Ltd.	$ 725.00	$ 0.05
2 Value Rent A Car	NO BID	----------
3 Danella Rental Systems	NO BID	----------
4 Fleet Vehicles Agency	$ 310.19	$ 0
5 Murray Chev Olds	**$ 256.02**	**$ 0.10**
6 Enterprise Rent – A - Car	$ 495.00	$ 0.08
7 National Car Rental	$ 900.00	$ 0.12
8 Eastern Chrysler Plymouth	$ 369.11	$ 0.08

TABLE - BS 2	BID SUMMMARY	ITEM 2
B I D D E R	**ITEM 2 A** **BASIC CHARGE per MONTH**	**ITEM 2 B** CHARGE per km for **MORE** than 25,000 km/yr
1 Thrifty Canada Ltd.	$ 975.00	$ 0.10
2 Value Rent A Car	NO BID	----------
3 Danella Rental Systems	$ 785.00	$ 0.10
4 Fleet Vehicles Agency	$ 381.22	$ 0
5 Murray Chev Olds	**$ 292.70**	**$ 0.10**
6 Enterprise Rent – A - Car	NO BID	----------
7 National Car Rental	NO BID	----------
8 Eastern Chrysler Plymouth	$ 479.33	$ 0.08

Appendix "C" referred to in Clause 1 of the Report of the Standing Policy Committee on Public Works dated February 5, 2002

CONTRACT AWARD SUMMARY	Tender 895 – 2001 - LEASE of LIGHT FLEET VEHICLES

Note : The " basic monthly charges" listed below were taken from the actual prices submitted by the bidders.
All " basic monthly charges" and " total " prices listed **do not include** PST or GST.
(PST and GST will be extra.)

EXTENDED AMOUNT = Total Monthly Charge X Quantity X 36 Months

CONTRACT 1	MURRAY CHEV OLDS 1700 Waverley St. Wpg Man R3T 5V7			
ITEM	**SPEC**	**EQUIPMENT DESCRIPTION**	**BASIC MONTHLY CHARGE**	**QUAN**	**EXTENDED AMOUNT**
1 A	01 - 078	COMPACT SEDAN (4 door)	$ 256.^{02}	7	$ 64,517.^{04}
2 A	01 - 079	1/4 TON PICK-UP TRUCK (ext cab)	$ 292.^{70}	3	$ 31,611.^{60}
			T O T A L ……..		**$ 96,128.^{64}**