Minutes – Executive Policy Committee – May 22, 2024

Report – Standing Policy Committee on Public Works – May 7, 2024

Item No. 1 Award of Contract for the Provision of Accessible Transportation Services for Winnipeg Transit Plus, RFP 1006-2023

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Public Works and submitted the following to Council:

1. That the City enter into, execute and deliver the Contract for the Provision of Accessible Transportation Services for Winnipeg Transit Plus for the period of five years from start date of Contract (anticipated to be September 1, 2024, meaning expected contract duration is September 1, 2024 to August 31, 2029, but may be adjusted pursuant to D2.2 of RFP 1006-2023 if the start date of the Contract is delayed through no fault of the Contractor) in the estimated amount of $8,335,275.93 (estimated annual inflationary adjustment of 5% applied) based on an estimated annual amount of $1,508,474.88, GST extra as applicable, with AB Transit Inc. and such other agreements as determined necessary by the City Solicitor/Director of Legal Services to implement the intent of the foregoing (the "Ancillary Agreements"). There is the provision for up to two (2), mutually agreed upon one (1) year extensions.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

Minutes – Executive Policy Committee – May 22, 2024

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DECISION MAKING HISTORY:

Moved by Councillor Lukes,

That the recommendation of the Standing Policy Committee on Public Works be concurred in and forwarded to Council.

Carried

Councillor Mayes asked to be recorded as having voted against the above motion, in accordance with Rule 47(7) of The Procedure By-law No. 50/2007.

STANDING COMMITTEE RECOMMENDATION:

On May 7, 2024, the Standing Policy Committee on Public Works concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

ADMINISTRATIVE REPORT

Title: Award of Contract for the Provision of Accessible Transportation Services for Winnipeg Transit Plus, RFP 1006-2023

Critical Path: Standing Policy Committee on Public Works – Executive Policy Committee – Council

AUTHORIZATION

Author	Department Head	CFO	CAO
T. Platt	G. Ewankiw	C. Kloepfer	M. Jack

EXECUTIVE SUMMARY

Private contractors deliver service for Winnipeg Transit Plus. These contracts are awarded through the City of Winnipeg's Request for Proposal (RFP) process. RFP 1006-2023 will be awarded as a whole.

This report is for the award of contract to AB Transit Inc. It was the highest rated qualified Proponent and submitted the most advantageous proposal on RFP 1006-2023.

RFP 1006-2023 will replace two contracts (1260-2018 and 1022-2018) which both expire August 31, 2024. It will be for the same number of vehicles and similar service hours. Both contracts have a combined 36,072 service hours while RFP 1006-2023 has 36,016 service hours, and are both currently held by AB Transit Inc. The new contract will maintain its current share of Winnipeg Transit Plus work.

This contract will be the first to meet the requirements of the July 13, 2023, Council motion to consolidate contracts. The consolidation plan was presented and approved at the November 21, 2023, Standing Policy Committee on Public Works meeting.

RFP 1006-2023 also includes the following changes as directed by the July 13, 2023, Council motion:

A. That drivers for the service providers must be employees of the firms, rather than sub-contracted drivers;

B. That future award reports include, along with the bid amounts, scoring and other currently-included data, the names of all firms that have submitted a bid on the RFP; and

C. That any index payments made to the contractors due to an increase in 'average wage' index are reflected in the wages received by the employees driving for the contractor.

The Recommendation included in this Report complies with the requirements of the various trade agreements; and the City's Materials Management Policy.

RECOMMENDATIONS

1. That the City enter into, execute and deliver the Contract for the Provision of Accessible Transportation Services for Winnipeg Transit Plus for the period of five years from start date of Contract (anticipated to be September 1, 2024, meaning expected contract duration is September 1, 2024 to August 31, 2029, but may be adjusted pursuant to D2.2 of RFP 1006-2023 if the start date of the Contract is delayed through no fault of the Contractor) in the estimated amount of $8,335,275.93 (estimated annual inflationary adjustment of 5% applied) based on an estimated annual amount of $1,508,474.88, GST extra as applicable, with AB Transit Inc. and such other agreements as determined necessary by the City Solicitor/Director of Legal Services to implement the intent of the foregoing (the "Ancillary Agreements"). There is the provision for up to two (2), mutually agreed upon one (1) year extensions.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

REASON FOR THE REPORT

As the total conditional amount to be paid by the City pursuant to the contract obligates the City to expenditures on future budgets, Council approval is required pursuant to the Materials Management Policy F1-003.

IMPLICATIONS OF THE RECOMMENDATIONS

Currently, the delivery of Winnipeg Transit Plus service is 100 percent contracted out to the private sector.

Funds for this work are included every year in Transit's Annual Operating Budget accounts for Transit Plus contractor service.

The work contained in RFP 1006-2023 is replacing similar contracts ending August 31, 2024. The work shall be done on an "as required" and "as scheduled" basis during the term of the Contract.

HISTORY/DISCUSSION

In 1977, Winnipeg Transit Plus began as a pilot to provide service for those persons who were physically unable to use fixed route transit. Winnipeg Transit provided service using City-owned vehicles and City employees.

By 1988, the demand for Winnipeg Transit Plus service had increased well beyond the funding available to accommodate the demand. As a result, the Transit department began to contract out the increasing demand for service to private contractors in the taxi business on a brokerage basis, i.e., all requests for service would come to Winnipeg Transit Plus who would prioritize

them and schedule them on existing resources to the extent possible, including vehicles provided by private contractors.

By 1996, private contractors delivered 70 percent of the total service. In June 1997, the remaining 30 percent of the service delivery was contracted out to private sector contractors on a brokerage basis.

RFP 1006-2023 allowed Proponents to respond with proposals. The Work defined in the Contract is for 10 cars to perform the Work (with two spares) in the approximate quantity of 36,016 vehicle hours per year for five years with the option of two, mutually agreed upon one-year extensions.

RFP 1006-2023 will replace two contracts (1260-2018 and 1022-2018) which both expire August 31, 2024. It will be for the same number of vehicles and similar service hours. Both contracts have a combined 36,072 service hours and RFP 1006-2023 has 36,016 service hours, and are both currently held by AB Transit Inc.

This contract will be the first to meet the requirements of the July 13, 2023, Council motion to consolidate contracts. The consolidation plan was presented and approved at the November 21, 2023, Standing Policy Committee on Public Works meeting. RFP 1006-2023 also includes the following changes as directed by the July 13, 2023, Council motion:

A. That drivers for the service providers must be employees of the firms, rather than sub-contracted drivers;

B. That future award reports include, along with the bid amounts, scoring and other currently-included data, the names of all firms that have submitted a bid on the RFP; and

C. That any index payments made to the contractors due to an increase in ‘average wage’ index are reflected in the wages received by the employees driving for the contractor.

Bids were evaluated based on the following evaluation criteria as defined in B21 of the RFP:

(a) compliance by the Proponent with the requirements of the Request for Proposal or acceptable deviation therefrom: (pass/fail);
(b) qualifications of the Proponent and the Subcontractors, if any, pursuant to B15: (pass/fail);
(c) Total Bid Price (60%);
(d) Experience of Proponent and Subcontractor (15%);
(e) Experience of key personnel assigned to the project (5%);
(f) Business Plan (20%)

	EVALUATION BY PROPONENT RFP No. 1006-2023							
Proponent	**Compliance (Responsive)**	**Qualifications of Proponent**	**Fees**	**(c)**	**(d)**	**(e)**	**(f)**	**Total**
	Pass/Fail	***Pass/Fail***		***60%***	***15%***	***5%***	***20%***	***100%***
AB Transit Inc.	***Pass***	***Pass***	***$7,542,374.40***	***60%***	***14.5%***	***3.5%***	***17%***	***95.00%***
Baghdad AS Transport 1	***N/A***	***N/A***	***$9,504,000.00***	***47.62%***	***0%***	***0%***	***0%***	***47.62%***
Baghdad AS Transport	***N/A***	***N/A***	***$9,504,000.00***	***47.62%***	***0%***	***0%***	***0%***	***47.62%***
Blueline Transit	***N/A***	***N/A***	***$7,983,360.00***	***56.69%***	***13%***	***4.5%***	***14%***	***88.19%***
Care Accessible	***N/A***	***N/A***	***$8,648,640.00***	***52.33%***	***15%***	***5%***	***15.5%***	***87.83%***
Exact Care	***N/A***	***N/A***	***$8,078,400.00***	***56.02%***	***11%***	***3%***	***11.5%***	***81.52%***
Mani Handi Transit	***N/A***	***N/A***	***$10,644,480.00***	***42.51%***	***7.5%***	***1.5%***	***7.5%***	***59.01%***
Pacific Wester Transportation	***N/A***	***N/A***	***$11,570,169.60***	***39.11%***	***15%***	***4%***	***19%***	***77.11%***
Unicity	***N/A***	***N/A***	***$7,603,200.00***	***59.52%***	***5.5%***	***2.25%***	***1%***	***68.27%***
Voyageur Transportation Service	***N/A***	***N/A***	***$9,218,880.00***	***49.09%***	***15%***	***5%***	***17%***	***86.09%***
KJL Associates	***N/A***	***N/A***	***$8,106,912.00***	***55.82%***	***2%***	***0%***	***3.5%***	***61.32%***
NCN Thompson Bus Ltd	***N/A***	***N/A***	***$8,078,400.00***	***56.02%***	***3.5%***	***0.5%***	***2%***	***62.02%***
Skyline Transit	***N/A***	***N/A***	***$9,504,000.00***	***47.62%***	***0%***	***0%***	***0%***	***47.62%***

**Qualifications included in B15 are verified only for the recommended Proponent

Note: Prices listed under fees are for the five year contract excluding the annual inflationary adjustments, GST extra as applicable.

AB Transit Inc. is the highest rated qualified Proponent for the Work and accordingly is the responsible and qualified Proponent submitting the most advantageous offer to the City. Winnipeg Transit is satisfied that AB Transit Inc. has the necessary resources to perform the Work in accordance with the requirements of the specifications. The Proponent recommended

for award of the Work has satisfactorily carried out previous work of a similar nature and has submitted a responsive proposal.

The terms of the contract include the provision of an annual inflation adjustment which is calculated based on the year-over-year change in three Statistic Canada indices. The first adjustment is effective September 1, 2025.

The Contract Administrator is confident that AB Transit Inc. has the necessary experience, capital, organization and equipment to perform the Work in strict accordance with the terms and provisions of the Contract.

The proposed contractor has a written Workplace Safety and Health program that has been reviewed by an independent reviewer and approved by the City, which satisfactorily meets the requirements of Section 7.4(5) of The Workplace Safety and Health Act.

The contract is for five years effective September 1, 2024; however, if the start date has to be delayed through no fault of the Proponent, the Contract period will be five years from the actual start date of the Work in accordance with D2.2.

The vehicles to be used in this contract are the Toyota Rav4 or approved substitution meeting or exceeding the CAN/CSA-D409-16 (Reaffirmed 2021) Standards, fully crash tested to meet Canadian Motor Vehicles Safety Standards (CMVSS) with a passenger capacity of three seated passengers.

The requirements for Bid Security were waived for this purchase in accordance with the authority delegated to the Manager of Materials pursuant to Administrative Standard FM-002.

This is an “as required” and “as scheduled” contract and goods and/or services will only be ordered to the extent budget funds are available.

The Proposals are valid and open for acceptance until June 19, 2024.

FINANCIAL IMPACT

Financial Impact Statement

Date: April 8, 2024

Project Name:

Award of Contract for the Provision of Accessible Transportation Services for Winnipeg Transit Plus, RFP 1006-2023

First Year of Program **2024**

	2024	2025	2026	2027	2028
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	$ 502,825	$ 1,533,616	$ 1,610,297	$ 1,690,812	$ 1,775,352
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 502,825	$ 1,533,616	$ 1,610,297	$ 1,690,812	$ 1,775,352
Less: Existing Budget Amounts	502,825	1,533,616	1,610,297	1,690,812	1,775,352
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: Direct costs include the estimated contract costs plus an annual inflation adjustment, estimated to be 5% per year. There is no applicable MRST on this work. Funds are budgeted as part of Transit's annual operating budgets. The total contract amount for the five year period September 1, 2024 - August 31, 2029 is estimated at $8,335,276 assuming 5% annual inflation. This is an 'as required' and 'as scheduled' contract and services will only be utilized to the extent budget funds are available.

Laurie Fisher April 8, 2024

Laurie Fisher, CPA, CA
Manager of Finance and Administration

CONSULTATION

This Report has been prepared in consultation with: N/A

OURWINNIPEG POLICY ALIGNMENT

Goal: Environmental Resilience, Objective 2: Prioritize sustainable transportation as the mobility options of choice.
Prioritize sustainable transportation as the mobility options of choice. Transition to a sustainable transportation system that safely and efficiently moves people, goods and services, increases access to a variety of affordable mobility choices, encourages less reliance on personal vehicle travel, reduces travel time, mitigates congestion and related greenhouse gas emissions, and supports the development of denser, better-connected, healthy and complete communities.

Winnipeg Transit Master Plan (2021)
Network Goals:

1. Enhance Customer Experience
   Increase Ridership
   Improve Downtown Mobility
   Complement Land-Use Development
   Improve Multi-modal Mobility
   Ensure Transit is Inclusive
   Continuously Innovate
   Empower Healthy Communities
   Balance Investment with Affordability

WINNIPEG CLIMATE ACTION PLAN ALIGNMENT

This report is in accordance with the Winnipeg Climate Action Plan (WCAP) as per Directions 3.1 *Increase Use and Efficiency of Public Transit Systems* (p.46).

Relevant actions include: Deliver continuous improvement in transit service with a focus on customer service, reliability, and route connectivity, and public education found on page 46 of the WCAP.

WINNIPEG POVERTY REDUCTION STRATEGY ALIGNMENT

Goal 5(b) Transportation System Equity is Enhanced- improvements to transportation and transit infrastructure and services prioritize areas of higher poverty, and increased interconnectivity to employment and affordable goods and services.

SUBMITTED BY

Department: Transit
Division: Client Services
Prepared by: Sam Brask, Operations Supervisor
Date: April 8, 2024