Minutes – Executive Policy Committee – May 13, 2025

Report – Standing Policy Committee on Public Works – May 6, 2025

Item No. 1 Award of Contract for the Provision of Accessible Transportation for Winnipeg Transit Plus – RFP 752-2024

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, and award a contract to 10163293 Manitoba Inc., who submitted the most advantageous offer to provide accessible transportation services for Winnipeg Transit Plus for a seven-year period between August 16, 2026, and August 15, 2033, inclusive, at an estimated total cost of $26,093,326.31 (annual inflationary adjustment estimated at 5 percent applied).

    A. The estimated annual cost, based on an approximate quantity of 47,904 vehicle hours per year, without estimated annual inflationary adjustment, is $3,204,777.60 (GST extra as applicable).

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 13, 2025

Report – Standing Policy Committee on Public Works – May 6, 2025

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

STANDING COMMITTEE RECOMMENDATION:

On May 6, 2025, 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 for Winnipeg Transit Plus - RFP 752-2024

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

AUTHORIZATION

Author	Department Head	CFO	CAO
T. Platt	G. Ewankiw	T. Graham	S. Armbruster, Interim CAO

EXECUTIVE SUMMARY

Private contractors deliver service for Winnipeg Transit Plus, the paratransit division of Winnipeg Transit. Transit Plus provides door-to-door rides that must be booked in advance to customers who cannot use conventional transit service some or all of the time.

This report is for the award of a contract to 10163293 Manitoba Inc. (Care Accessible Transportation) to provide accessible transportation for Transit Plus. The estimated total cost is $26,093,326.31. The procurement is through the Request for Proposal (RFP) process.

The scope of RFP 752-2024 includes the delivery of accessible transportation services to both ambulatory and non-ambulatory customers. It requires ten low-floor dual ramp accessible microtransit vans, with two spare vehicles. The work will be done on an as-required basis, estimated at 47,904 vehicle hours per year. It is set to begin on August 16, 2026, and continue until August 15, 2033. This contract replaces two expiring contracts with similar scopes.

The recommendations in this report comply with the City's Purchasing Policy and all applicable trade agreements.

RECOMMENDATIONS

1. That the City enter into, execute and deliver, and award a contract to 10163293 Manitoba Inc., who submitted the most advantageous offer to provide accessible transportation services for Winnipeg Transit Plus for a seven-year period between August 16, 2026, and August 15, 2033, inclusive, at an estimated total cost of $26,093,326.31 (annual inflationary adjustment estimated at 5 percent applied).

a. The estimated annual cost, based on an approximate quantity of 47,904 vehicle hours per year, without estimated annual inflationary adjustment, is $3,204,777.60 (GST extra as applicable).

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 exceeds $10,000,000, the term of the contract exceeds five years, and is for a purchase that obligates the City to expenditures on future budgets, Council approval is required pursuant to the Purchasing Policy F1-003.

As the contract is for the provision of accessible transportation services for Winnipeg Transit Plus, Council approval is required pursuant to the Council Directive of July 13, 2023.

IMPLICATIONS OF THE RECOMMENDATIONS

RFP 752-2024 replaces two similar contracts expiring August 15, 2026, delivering a similar scope of services. The work shall be done on an “as required” and “as scheduled” basis during the term of the Contract. Funds for this work are included every year in Transit’s Annual Operating Budget for Transit Plus contractor service.

The vehicles to be used in this contract are the Community Shuttle 2 (CS-2) dual ramp microtransit vehicle, built on the RAM ProMaster van platform and manufactured by Creative Carriage Ltd., or similar substitution as approved by the Contract Administrator, with a capacity of five seated passengers and two wheelchair/scooter securement locations for non-ambulatory passengers and/or their mobility equipment, meeting the Canadian Motor Vehicles Safety Standards (CMVSS) and the requirements set out in the Regulations of *The Highway Traffic Act of Manitoba*.

HISTORY/DISCUSSION

Winnipeg Transit Plus provides paratransit services to eligible and registered individuals who are unable to make use of the City’s conventional transit service some or all of the time. Service is delivered by private contractors.

Winnipeg Transit Plus presently has 11 active contracts with several private service providers, with an overall fleet comprised of both light passenger vehicles to serve ambulatory customers, in addition to specialized paratransit vehicles to serve both ambulatory and non-ambulatory customers. Winnipeg Transit Plus is presently working towards consolidation of the total number of contracts it maintains, in accordance with Council’s July 13, 2023, decision (Minute No. 593 - attached), under the direction of the consolidation plan approved by the Standing Policy Committee on Public Works on November 21, 2023 (“Winnipeg Transit Plus Contract Consolidation Plan” - attached).

Two existing Contracts – 449-2018(A) and 449-2018(B) – which currently provide accessible transportation services for ambulatory customers of Winnipeg Transit Plus using single ramp accessible cutaway buses, each at an approximate annual quantity of vehicle hours of 23,952, both expire on August 15, 2026.

As such, a Request for Proposal (RFP) for the Provision of Accessible Transportation for Winnipeg Transit Plus, RFP 752-2024, was advertised on the City of Winnipeg Bid Opportunity Page and the MERX Canadian Public Tenders website on January 9, 2025. The scope of the Work includes the delivery of accessible transportation services to both ambulatory and non-ambulatory Winnipeg Transit Plus customers using 10 low-floor dual ramp accessible microtransit vans – with two spare vehicles, in the approximate quantity of 47,904 vehicle hours per year for seven years.

The contract period is August 16, 2026, to August 15, 2033. Further to D2.2, if the Contract start date is delayed through no fault of the Contractor, the Contract period will be seven years from the actual start date of the Work. The start date is defined as the 1st day that any vehicle(s) delivers service under this Contract. Bids closed as 12:00 p.m. on Tuesday, February 11, 2025, with 12 proposals being received.

The submitted proposals were evaluated by a committee comprised of three representatives from Winnipeg Transit's Client Services Division, applying the rating criteria defined in section B21 of the Request for Proposal. Each member of the selection committee reviewed and scored the proposal independently. The selection committee then met and agreed on consensus ratings for the proposals.

The proposal presented by 10163293 Manitoba Inc. received an overall rating of 86.85 out of a maximum of 100.

A summary of the proposals scoring is presented in Table 1: Proposal Evaluation Summary – Part 1 and Table 2: Proposal Evaluation Summary – Part 2.

Table 1: Proposal Evaluation Summary – Part 1

Requirement	**Points**	10163293 Manitoba Inc.	AB Transit Inc.	Emergency Essentials Inc.	PWTransit Canada Ltd.	A.E. Crundwell & Associated Ltd.	2321190 Ontario Inc.
		$3,204,777.60	$3,259,867.20	$3,351,363.84	$3,363,339.84	$2,551,367.04	$3,680,943.36
Fees	**60**	47.77	46.96	45.68	45.51	60.00	41.59
Compliance	**Pass/Fail**	Pass	Pass	Pass	Pass	Pass	Pass
Qualifications	**Pass/Fail**	Pass	N/A	N/A	N/A	N/A	N/A
Experience of Proponent	**15**	14.83	13.83	14.50	14.17	7.17	15.00
Experience of Key Personnel Assigned to the Project	**5**	4.92	4.83	5.00	3.42	4.50	4.83
Business Plan	**20**	19.33	18.99	18.17	19.75	9.83	17.67
Total Score	**100**	**86.85**	**84.61**	**83.35**	**82.85**	**81.50**	**79.09**

Table 2: Proposal Evaluation Summary – Part 2

Requirement	**Points**	Mani Handi Transit Ltd.	TOK Transit Ltd.	Exact Care Inc.	BTS Network Inc.	Urban Transit Ltd.	2854034 Ontario Ltd.
		$3,247,891.20	$3,633,997.44	$3,772,440.00	$4,243,336.32	$3,303,563.00	$3,976,032.00
Fees	**60**	47.13	42.12	40.58	36.08	46.34	38.50
Compliance	**Pass/Fail**	Pass	Pass	Pass	Pass	Pass	Pass
Qualifications	**Pass/Fail**	Pass	N/A	N/A	N/A	N/A	N/A
Experience of Proponent	**15**	14.75	13.83	8.00	15.00	2.08	0.00
Experience of Key Personnel Assigned to the Project	**5**	3.00	4.83	4.83	4.75	0.41	0.00
Business Plan	**20**	17.00	18.99	10.00	5.00	3.92	0.00
Total Score	**100**	**77.71**	**76.87**	**63.41**	**60.83**	**52.75**	**38.50**

**Qualifications as defined in section B15 of the RFP are only verified for the recommended Proponent.*

Note: Total Bid Price is the Proponent's hourly vehicle unit rate based on an approximate quantity of 47,904 vehicle hours per year, for the seven- year contract period, excluding annual inflationary adjustments (GST extra as applicable).

The evaluation committee is of the opinion that 10163293 Manitoba Inc., the Proponent which attained the highest total score based on their submission, has the necessary resources and experience to perform all of the Work in accordance with the requirements of the specifications.

10163293 Manitoba Inc. is not the lowest bidder, but is the highest evaluated Proponent due to their organization's overall experience providing transportation services, the experience of their key personnel which shall be assigned to the project, their business plan and their bid price.

In alignment with the aforementioned Council decision regarding Winnipeg Transit Plus contract consolidation, Contracts 449-2018(A) and 449-2018(B) will expire simultaneously in 2026, allowing for RFP 752-2024 to consolidate the required services of each into a single contract.

Further, this Contract includes the following additional provisions as directed by Council decision on July 13, 2023 (Minute No. 593 - attached):

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 terms of the Contract (section D28) include the provision of an annual inflationary adjustment which is calculated based on the year-over-year change in three Statistics Canada indices, with the first of said adjustments to take place on August 16, 2027.

The Proponent has a written workplace safety and health program that has been reviewed by an independent body and approved by the City, which satisfactorily meets the requirements of the City of Winnipeg's Contractor Safety Program Evaluation.

The Public Service recommends that a contract for Request for Proposal for the Provision of Accessible Transportation for Winnipeg Transit Plus, RFP 752-2024, be awarded to 10163293 Manitoba Inc. being the most responsive and qualified Proponent submitting the most advantageous offer to the City, at an estimated total cost of $26,093,326.31 (annual inflationary adjustment estimated at 5 percent applied).

The bids are valid for acceptance until May 12, 2025.

The requirements for Bid Security were waived for this purchase in accordance with the authority delegated to the Manager of Purchasing 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.

FINANCIAL IMPACT

Financial Impact Statement **Date:** March 28, 2025

Project Name: **First Year of Program** **2026**

Award of Contract for the Provision of Accessible Transportation for Winnipeg Transit Plus - RFP 752-2024

	2026	2027	2028	2029	2030
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	$ 1,201,792	$ 3,264,867	$ 3,428,111	$ 3,599,516	$ 3,779,492
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 1,201,792	$ 3,264,867	$ 3,428,111	$ 3,599,516	$ 3,779,492
Less: Existing Budget Amounts	1,201,792	3,264,867	3,428,111	3,599,516	3,779,492
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 seven year period August 16, 2026 - August 15, 2033 is estimated at $26,093,326.31 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 March 28, 2025

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.

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)
Section 4.1 – Transit Vision – Network Goals

1. Enhance Customer Experience
2. Improve Ridership
3. Improve Downtown Mobility
4. Complement Land Use Development
5. Improve Multi-Modal Mobility
6. Ensure Transit is Inclusive
7. Continuously Innovate
8. Empower Healthy Communities
9. Balance Investment with Affordability

WINNIPEG CLIMATE ACTION PLAN ALIGNMENT

Strategic Opportunity #3

Advancing Sustainable Transportation – Increasing Mobility Options and Shift to Zero Emission Vehicles

Key Direction 3.1
Increase Use and Efficiency of Public Transit Systems

WINNIPEG POVERTY REDUCTION STRATEGY ALIGNMENT

Goal 5 – Transportation System Equity is Enhanced

Objective A – The affordability and accessibility of transportation and transit service is increased.

SUBMITTED BY

Department: Transit
Division: Client Services
Prepared by: Cody Dzik, Transit Plus Operations Supervisor
Date: March 28, 2025
File No: 752-2024