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**Date:** March 1, 2021

**To:** Mayor and Council

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**RE:** Fleet Replacement Report

**Report No.:** IED 2021-14

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## AIM

To inform Council of the purchasing process for new fleet acquisition, and recommend approval of the award of tenders.

## BACKGROUND

Several vehicles are listed for replacement in the 2021 capital program. These vehicles have reached the end of their useful lifecycle and are beginning to incur unnecessary maintenance and repair costs. The fleet vehicles listed in the 2021 schedule include:

Capital Budget Line #	Description	Dept.	Capital Cost	Reserve Funding	Net Tax Impact
PW-2021-12	Unit # 11-01- Dodge Dakota	130	\$ 38,000	\$ 38,000	\$ -
PW-2021-13	Unit # 11-03- Ford 550	130	\$ 75,000	\$ 75,000	\$ -
PW-2021-14	Unit # 82-01- Vermeer Chipper	130	\$ 70,000	\$ 70,000	\$ -
PW-2021-17	Electronic Sign Boards	130	\$ 40,000	\$ -	\$ 40,000
PARKS-2021-02	Unit # 07-03 John Deer 3520	171	\$ 35,000	\$ 35,000	\$ -
PARKS-2021-03	Unit # 04-07 Kubota Front End Mower	171	\$ 35,000	\$ 35,000	\$ -

## DISCUSSION

The Infrastructure and Engineering Department prepared tender documents, as per the Town's procurement policy, for the replacement of light and medium duty service trucks. When deciding how to equip these vehicles several factors were considered including price, functionality, reliability, environmental impact, and time of delivery. Input was received from numerous parties including vendors, managers, and outside staff.

The small equipment was purchased using the Municipal Group Buying Program offered through the Association for Municipalities Ontario (AMO). Their program is one of the leading public sector buying groups in Canada. All offerings have undergone a formal competitive bid process that ensures compliance with purchasing by-laws and trade agreements. This powerful group-buying tool allowed administration to realize significant savings through registered local suppliers.

## LINK TO STRATEGIC PLAN

Effectively manage corporate resources and maximize performance in day-to-day operations.

## FINANCIAL CONSIDERATIONS

The costs of each of the replacement vehicles is outlined below. The totals include additional items required for outfitting of the vehicles and all applicable taxes. All purchases came in under budget with the balance remaining in fleet reserves.

	Cost	Trade In	Net Cost	Approved Funding	Balance
PW- Unit 21-01- Dodge Ram 1500	\$37,679.29	\$500.00	\$37,179.29	\$38,000.00	\$820.71
PW- Unit 21-02- Dodge Ram Dump	\$74,464.71	\$3,000.00	\$71,464.71	\$75,000.00	\$3,535.29
PW- Unit 21-03- Vermeer Chipper	\$51,647.81	\$1,000.00	\$50,647.81	\$70,000.00	\$19,352.19
PW-Unit 21-03/04- Ver-mac Boards	\$37,640.70	\$0.00	\$37,640.70	\$40,000.00	\$2,359.30
Parks- Unit 21-05- Kubota F3990	\$32,734.47	\$500.00	\$32,234.47	\$35,000.00	\$2,765.53
Parks- Unit 21-06- Kubota F3990	\$32,734.47	\$500.00	\$32,234.47	\$35,000.00	\$2,765.53

## CONSULTATIONS

Infrastructure and Engineering Department – Director, Supervisors, and all outside staff.  
Community and Development Services Department – Manager and Supervisor.  
Association of Municipalities Ontario – Local Authority Services Business Specialist  
Financial Services- Director  
Town of LaSalle – Superintendent of Roads

## RECOMMENDATION

That council approves the acquisition of the Fleet assets utilizing Fleet Management Reserves as follows:

One (1) 2021 Dodge Ram 1500 pick-up truck for the Public Works Department for the purchase price of \$37,679.29 inclusive of the HST burden.

One (1) 2021 Dodge Ram 5500 with a dump body for the Public Works Department for the purchase price of \$74,464.71 inclusive of the HST burden.

One (1) 2021 Vermeer BC1000 Wood Chipper for the Public Works Department for the purchase price of \$51,647.81 inclusive of the HST burden.

Two (2) 2021 Ver-mac PCMS4800 Full Matrix Sign Boards for the combined purchase price of \$37,640.70 inclusive of the HST burden.

Two (2) Kubota F3990 Front End Cutting Mowers for the combined purchase price of \$65,468.94 inclusive of the HST burden.

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