



Report to Council

Department: Community Services
Division: Fire and Rescue Services
Date: June 1, 2020
Prepared by: Jackson Tang, Assistant Manager, Business Services
Report Number: Fire and Rescue Services-2020-01
Subject: Results of Request for Proposal - Supply and Delivery of New Custom Mini-Pumper/Rescue Fire Truck
Number of Pages: 4

Recommendation(s)

That Fire and Rescue Services –2020-01 entitled Results of Request for Proposal – Supply and Delivery of New Custom Mini-Pumper/Rescue Fire Truck dated June 1, 2020 be received;

That Council award the Request for Proposal - Supply and Delivery of New Custom Mini-Pumper/Rescue Fire Truck to Commercial Emergency Equipment Corporation in the total amount of \$ 359,931.73 including non-refundable Harmonized Sales Tax; and

That Council approve the additional funding of \$59,931.73 above the approved 2020 Capital Budget of \$300,000.00 for the Supply and Delivery of one New Custom Mini-Pumper/Rescue Fire Truck (project FD-19-0012) by approving additional funding in the amount of \$59,931.73 from the Asset Management Lifecycle Reserve.

Purpose

In accordance with the Town Procurement By-Law Number 1043, Council approval is required for purchases in excess of \$100,000. This report is to seek Council's approval to appoint a qualified supplier to provide the Town with one New Custom Mini-Pumper/Rescue Fire Truck.

Background and Discussion

In 2017 the Town of Essex contracted Pomax Consulting to develop a five-year Master Fire Plan for Essex Fire and Rescue Services. The Master Plan is an organized set of decisions and directions proposed by our consulting team, on how to plan for the future.

The Master Plan identified that the Municipality should replace the 1999 International Rescue Unit at Station 3 – Harrow and replace it with a multi-purpose Mini Pumper/Rescue Unit. This replacement can be accomplished at near identical costing to a traditional Walk-In Rescue unit. A Mini Pumper/Rescue Unit will provide rescue capabilities in a timely manner, and it also provides fire suppression pumping capabilities. The Master Plan also identifies that replacing a Walk-In Rescue, with a Mini Pumper/Rescue will provide relief from the crowded conditions at Station 3 – Harrow.

Advantages in having a Mini Pumper/Rescue, is that there are currently some very confined and hard-to-reach areas with the Station 3 – Harrow response district where a traditional full size pumper and or Walk-In Rescue vehicle cannot effectively access.

Compact multi-purpose apparatus also reduces wear and tear on larger, more expensive apparatus and reduces long-term budget impacts for apparatus maintenance.

Fire Underwriters Survey (FUS) provide direction on performance, ability and overall acceptability of fire apparatus and has developed a standard acceptance of apparatus as the apparatus becomes less reliable with age and use.

Fire Underwriters Survey identifies firefighting apparatus that is older than 20 years, provides a no Credit in Grading. This grading provides underwriter's with community specific data on public fire protection for fire insurance.

Pomax consultants also addressed firefighting apparatus age, and estimated annual reserve fund contribution based on an expected vehicle replacement schedule of 15 years for each apparatus in the Master Fire Plan report.

A Request for Proposal, following the guidelines as set out in the Town's Procurement By-Law Number 1043 was posted both on the Town's website and Merx, and closed on March 11, 2020 at 3:00:00 pm.

The request for proposals received were evaluated using a scorecard approach, taking into consideration the fee proposal, qualifications and experience, quality of the proposal, work schedule and delivery date, warranties and workmanship, after sales services and technical assistance.

The proposal review process included a team made up of:

- Rick Arnel, Fire Chief, Fire and Rescue Services
- Rick Malott, Deputy Fire Chief, Fire and Rescue Services
- Elwood Defour, District Chief Station 3, Harrow
- Jackson Tang, Assistant Manager, Business Services

After reviewing each proposal as submitted and totaling the scores, Commercial Emergency Equipment Corporation submitted the lowest price and scored the highest as well. Commercial Emergency Equipment Corporation addressed all areas of the scope as identified in the request for proposal.

Financial Impact

The 2020 Capital Budget had an approved amount of \$300,000.00 (Project FD-19-0012) for the purchase of one New Custom Mini-Pumper/Rescue Fire Truck.

The 2020 Capital Budget for FD-19-0012 was estimated by taking the actual cost of a truck containing the same specifications that was purchased in 2014 (\$215,748) and inflated by an approximate 5.5% per year. The inflationary increase was included to account for any potential material, tariff, and exchange rate increases.

A budget is created at a point in time based on best estimates; due to this and the uncertainty surrounding labor and material costs, tariffs and exchange rates, the tender closed \$59,931.73 higher than the project budget.

Therefore, the 2020 approved budgeted amount for FD-19-0012 is not sufficient to cover the overall total cost of \$359,931.73. Additional funds in the amount of \$59,931.73 are required to be transferred from Asset Management Lifecycle Reserve.

Link to Strategic Priorities

- ☐ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☒ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☐ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☐ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☐ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.

Report Approval Details

Document Title:	Results of Request for Proposal - Supply and Delivery of New Custom Fire Truck - Fire and Rescue Services-2020-01.docx
Attachments:	
Final Approval Date:	May 27, 2020

This report and all of its attachments were approved and signed as outlined below:

Rick Arnel, Fire Chief - May 27, 2020 - 9:08 AM

No Signature - Task assigned to Doug Sweet, Director, Community Services/Deputy CAO was completed by workflow administrator Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk

Doug Sweet, Director, Community Services/Deputy CAO - May 27, 2020 - 9:42 AM

No Signature - Task assigned to Chris Nepszy, Chief Administrative Officer was completed by workflow administrator Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk

Chris Nepszy, Chief Administrative Officer - May 27, 2020 - 9:42 AM