

**Municipality Of Chatham-Kent  
Infrastructure and Engineering Services  
Drainage, Asset and Waste Management**

**To:** Mayor and Members of Council

**From:** Shaheer Alam  
Manager, Fleet Services

**Date:** December 20, 2021

**Subject:** Single Source - Purchase of One Aerial Fire Truck

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**Recommendations**

It is recommended that:

1. The Request for Proposal (RFP), R21-351, for the purchase of one Aerial Fire Truck from Commercial Truck Equipment Corporation at a total cost of \$1,558,611.26 (13% HST included) be approved.
2. The total cost of \$1,558.611.26 (HST Included) be funded from the Fleet Reserve.

**Background**

This unit will replace unit 00FD015, the current Blenheim Fire Department Aerial Truck. This truck enables firefighters to reach high locations to spray water, create ventilation and rescue people in case of an emergency.

A comprehensive Chatham-Kent Fire and Emergency Services Fleet Rationalization Report was approved by Council December 2, 2019.

In that report Blenheim Station 18 Aerial was approved for replacement and funded through the Fleet Reserves.

The Procurement By-law #166-2020 was adopted by Council on December 14, 2020. The Single Source section of the Procurement states the following:

A non-competitive direct award of Contract may be used to purchase Deliverables from Municipality funds only and with a value of \$100,000 or more with the prior approval of Chatham-Kent Council under the following circumstances:

- a. Where there is one (1) or no (0) Response to a competitive process;
- b. To recognize exclusive rights, or to maintain specialized products that must be

- maintained by the manufacturer or its representative or where the Municipality is contractually bound to purchase a Deliverable from one Supplier;
- c. To purchase an item for testing or trial use;
  - d. Where Deliverables are in short supply due to market conditions, including geographic limitations and lack of competition;
  - e. To exercise a purchase option under a rental contract;
  - f. To purchase Goods offered for sale by auction or tender;
  - g. Where a competitive method of purchasing could interfere with the Municipality's ability to maintain security or order, or to protect human, animal or plant life. For clarity, this exception only applies where the competitive method of purchasing is what causes the interference, not where the good or service being purchased affects the ability to maintain security or order, or protects human, animal or plant life.
  - h. Where an unforeseeable situation of urgency exists and competitive methods of purchasing would result in the Municipality's inability to obtain the Deliverable in time. For clarity, this exception cannot be used where the urgency was foreseeable;  
or,
  - i. Where Deliverables relating to matters of a confidential or privileged nature are required and disclosure of these matters could reasonably be expected to compromise confidentiality, cause economic disruption, or otherwise be contrary to the public interest.

### **Comments**

RFP R21-351 for the purchase of One (1) In-Stock Aerial Fire Truck was developed and posted to the Municipal website on November 30, 2021. There were 5 companies that registered for the project. When the project closed on December 17, 2021, only one company submitted a proposal.

The proposal from Commercial Truck Equipment Corporation meets our specifications and came in under budget.

It is recommended that one aerial fire truck be single sourced to Commercial Truck Equipment Corporation as stated in Section A above:

- Where there is one (1) or no (0) response to a competitive process

The existing Aerial Fire Truck has reached its lifecycle and needs to be replaced to comply with current National Fire Protection Association (NFPA) and Fire Underwriter Survey (FUS) standards.

### **Areas of Strategic Focus and Critical Success Factors**

The recommendations in this report support the following areas of strategic focus:

- ☐ Economic Prosperity:  
Chatham-Kent is an innovative and thriving community with a diversified economy
- ☒ A Healthy and Safe Community:  
Chatham-Kent is a healthy and safe community with sustainable population growth
- ☐ People and Culture:  
Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community
- ☐ Environmental Sustainability:  
Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

- ☐ Financial Sustainability:  
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- ☐ Open, Transparent and Effective Governance:  
The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership
- ☐ Has the potential to support all areas of strategic focus & critical success factors
- ☒ Neutral issues (does not support negatively or positively)

### **Consultation**

Fleet Services consulted with Chatham-Kent Fire Services throughout the document preparation process and on the final decision when selecting the unit presented in this report.

### **Financial Implications**

The purchase of this unit will be funded from the Fleet Reserve.

Recommended Proposal	\$1,558,611.26
Less HST Rebate @ 11.24%	- \$155,033.54
Final Cost after HST Rebate	\$1,403,577.72

Prepared by:

Reviewed by:

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Purchasing Officer Comments
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Attachments: None

C: None

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