



Committee of the Whole Excerpts
December 3, 2024

RFP AWARD: ONE ½ TON 4X4 CREW CAB TRUCK FOR BY-LAW ENFORCEMENT EXCERPT

During 2024-25 Capital Budget approval process, \$52,500 was approved for the replacement of the By-law truck to be funded 50% through Vehicle Reserves and 50% through Operating Reserves. A Request for Proposals was posted to the Provincial procurement website on October 10, 2024, and closed on November 7, 2024, resulting in four (4) submissions being received. The tender submissions were reviewed by the Manager of Building and Fire Inspection Services and By-law Enforcement Officers to confirm compliance with the requested specifications and that it would meet the Department's operational requirements.

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL APPROVES THE AWARD OF THE REQUEST FOR PROPOSALS # WHRMPD24-01 TO O'REGAN CHEVROLET BUICK GMC CADILLAC LIMITED TO PURCHASE ONE (1) ½ TON 4X4 CREW CAB TRUCK FOR BY-LAW ENFORCEMENT AT A PURCHASE PRICE OF \$57,677 PLUS APPLICABLE TAXES.



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Mayor Zebian and Members of West Hants Regional Municipal Council

Submitted by: _____

Tim Leslie, Manager of Building and Fire Inspection Services

Date: 2024-12-03

Subject: RFP Award: One ½ Ton 4x4 Crew Cab Truck for By-law Enforcement

LEGISLATIVE AUTHORITY

Section 65 of the *Municipal Government Act*

RECOMMENDATION

It is recommended for Committee of the Whole to recommend to Council that:

...Council approves the award of the Request for Proposals # WHRMPD24-01 to O'Regan Chevrolet Buick GMC Cadillac Limited to purchase one (1) ½ Ton 4x4 Crew Cab Truck for By-law Enforcement at a purchase price of \$57,677 plus applicable taxes.

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social ☐	Economic ☒	Councillor Activity ☐
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On May 29, 2024, Council approved the 2024-25 Capital Budget which included \$52,500 for the By-law truck replacement to be funded 50% through Vehicle Reserves and 50% through Operating Reserves. A Request for Proposals was posted to the Provincial procurement website on October 10, 2024, and closed on November 7, 2024. Four (4) submissions were received.

DISCUSSION

The By-law Enforcement Officers enforce a variety of By-laws and Policies across the Municipality. This includes but is not limited to responding to complaints of dangerous or unsightly premises, dogs running at large or dog bites, illegal dumping, illegal burning, and

issuing parking tickets. Currently the By-law Enforcement Officers utilize a 2015 Ford ½ ton truck to respond to most of these enforcement issues. Due to the age of the truck, the wear and tear experienced by the vehicle, and the anticipated additional costs to service the truck, staff recommended, and Council approved, the replacement of this vehicle in the 2024-25 budget.

The tender submissions were reviewed by the Manager of Building and Fire Inspection Services and By-law Enforcement Officers to confirm compliance with the requested specifications and that it would meet the Department’s operational requirements.

Vendor	Item	Purchase Price	Total Value (including applicable taxes)	Estimated Delivery Date
O'Regan Chevrolet Buick GMC Cadillac Limited, Halifax	2025 Chevrolet Silverado 1500 4WD Crew Cab 157" Work Truck	\$57,677	\$60,151.34	In stock
Halifax Chrysler Dodge Jeep Ram	2024 Ram 1500 SXT Quad Cab 4x4	\$57,873.92	\$60,356.71	In stock
Bruce Leasing, Kentville	2500 GMC Sierra 1500 Pro	\$59,025	\$61,557.17	90-120 days after award
Steel Ford Lincoln, Halifax	2025 F-150 4x4 SuperCrew Cab 6.5' box, 157" WB XL	\$60,442	\$63,034.96	March 15, 2025

NEXT STEPS

Pending approval of Council; staff would award the contract to the successful vendor.

FINANCIAL IMPLICATIONS

Tendering Timeline:

Posted to Procurement	October 10, 2024
Closing Date	November 7, 2024
Price Expiry Date	January 6, 2025
Days Remaining	35 days

Financial:

Tender Pricing	\$57,677.00
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Non-Recoverable Tax (4.29%)	\$2,474.34
Tender Total	\$60,151.34
Funding	
2024-25 Budget Value	\$52,500.00
Variance	(\$7,651.34)

In the 2024-25 Capital Budget, \$52,500 was approved to be funding 50% through the Operating Reserve and 50% through the Vehicle Reserve to purchase a new truck for By-Law Enforcement. This trucking coming in, \$7,651 over budget, would result in a \$3,826 larger withdraw from each of these reserves than was budgeted for.

The WHRM operating reserve is estimated to have a balance of \$2,002,433 on March 31, 2024, before the additional withdraw. The WHRM vehicle reserve is estimated to have a balance of \$200,333 on March 31, 2024, before the additional withdraw.

ALTERNATIVES

1. Council may choose not to support the recommendation.

ATTACHMENTS

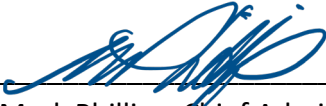
None

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____
Tim Leslie, Manager of Building and Fire Inspection Services

Report Reviewed by: _____
Carlee Rochon, Director of Financial Services

Report Approved by:  _____
Mark Phillips, Chief Administrative Officer