

May 20, 2011

Regional Councillor Vito Spatafora
Chair
York Region Accessibility Advisory Committee
York Region
17250 Yonge Street
Newmarket, ON L3Y 6Z1

Dear Regional Councillor Spatafora:

**Re: Metrolinx Joint Procurement Award
Mobility Plus Buses**

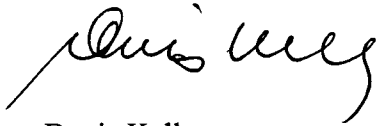
Regional Council, at its meeting held on May 19, 2011, adopted the following recommendation of the Transportation Services Committee, regarding "Metrolinx Joint Procurement Award Mobility Plus Buses":

1. The supply of eight eight-metre low-floor specialized transit buses for the Mobility Plus Service be ordered from Creative Carriage Ltd. in the amount of \$1,580,560 plus HST, in accordance with Request for Proposal No. RFP-2010-IN-032, a joint procurement initiative of participating Ontario transit systems and Metrolinx.
2. The General Manager, Transit, be authorized to purchase additional specialized buses in accordance with contract provisions on behalf of the Region to meet future service requirements, subject to funding availability.
3. The Regional Clerk forward this report to the York Region Accessibility Advisory Committee for information.
4. The Regional Chair and Regional Clerk be authorized to execute the Joint Municipal Bus Purchase Agreement between York Region and Creative Carriage Ltd and any renewal thereof, subject to terms and conditions acceptable to the Commissioner of Transportation Services and Legal Services approval as to form and content.

A copy of Clause No. 8, Report No. 5 of the Transportation Services Committee is enclosed for your information.

Please contact Rick Takagi, Manager Capital Assets at Ext. 5624 or Dave Partington, Supervisor, Fleet at Ext. 5373, if you have any questions with respect to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Denis Kelly". The signature is fluid and cursive, with a long horizontal stroke at the end.

Denis Kelly
Regional Clerk

/C. Clark
Attachment

Clause No. 8 in Report No. 5 of the Transportation Services Committee was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting on May 19, 2011.

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METROLINX JOINT PROCUREMENT AWARD MOBILITY PLUS BUSES

The Transportation Services Committee recommends the adoption of the recommendations contained in the following report dated April 13, 2011 from the Commissioner of Transportation Services.

1. RECOMMENDATIONS

It is recommended that:

1. The supply of eight eight-metre low-floor specialized transit buses for the Mobility Plus Service be ordered from Creative Carriage Ltd. in the amount of \$1,580,560 plus HST, in accordance with Request for Proposal No. RFP-2010-IN-032, a joint procurement initiative of participating Ontario transit systems and Metrolinx.
2. The General Manager, Transit, be authorized to purchase additional specialized buses in accordance with contract provisions on behalf of the Region to meet future service requirements, subject to funding availability.
3. The Regional Clerk forward this report to the York Region Accessibility Advisory Committee for information.
4. The Regional Chair and Regional Clerk be authorized to execute the Joint Municipal Bus Purchase Agreement between York Region and Creative Carriage Ltd and any renewal thereof, subject to terms and conditions acceptable to the Commissioner of Transportation Services and Legal Services approval as to form and content.

2. PURPOSE

This report seeks authorization to award a contract for the supply of low-floor specialized transit buses required to replace older units and expand services for the York Region Transit Mobility Plus service. In addition, authorization be granted to the General Manager, Transit, to purchase additional specialized buses for delivery in 2012 subject to funding availability.

3. BACKGROUND

Council authorized staff to participate in a joint bus procurement exercise for specialized low-floor transit buses with Metrolinx and other Ontario transit systems

Regional Council, at its February 2010 meeting, authorized staff to participate in a joint procurement Request for Proposal (RFP) for eight-metre specialized low-floor transit buses for the Mobility Plus Service. Participants include Metrolinx, York Region, Oakville, Cornwall and St. Thomas. This is the initial stage of a two-stage process.

Staff are now at the second and final stage to seek Regional Council approval to award the contract.

4. ANALYSIS AND OPTIONS

The purchase of buses is necessary to retire older units and meet new service initiatives

There are presently 23 low-floor transit buses in the Region's Mobility Plus bus fleet. The proposed order for eight low-floor eight-metre transit buses will provide for the replacement of six existing buses and provide two buses for service expansion. The replacement buses will allow the retirement of older buses that have reached or exceeded their design life while the expansion buses are required to accommodate ridership growth identified in the 2011 Business Plan and Budget.

The 2011 10-Year Capital Plan identifies purchase of 13 specialized buses in 2012. There are provisions in the contract to allow transit agencies to purchase additional buses for 2012 deliveries. The proposed introduction of the 13 additional buses in 2012 will permit the retirement of seven buses which have reached their design life, while the remaining six buses would provide for the expansion of the Mobility Plus service to accommodate increasing demand for this service.

This joint procurement process will follow the success of the joint bus procurement program for conventional transit buses

In 2006, 2007 and 2009, York Region Transit and other Ontario transit systems participated in an Ontario Ministry of Transportation initiative to jointly develop specifications and competitively procure 12.2 metre low-floor conventional transit buses. The joint bus procurement process is now being overseen by Metrolinx and the key objectives of doing this type of procurement include:

- Reduced unit costs.
- Cost avoidance in the procurement process and bus assembly inspection.
- Improved scheduling and buying power.

Given the success of the initial program, Regional Council has authorized staff to participate in a new joint procurement program with Metrolinx and four other transit systems.

YRT/Viva staff participated on the Technical Committee which developed the specifications and evaluated the bid submission and on the Steering Committee which oversaw the procurement process.

A competitive procurement process was used and monitored by a Fairness Commissioner

The RFP document to jointly procure the buses was released to potential proponents in September 10, 2010, and subsequently closed on November 4, 2010. An evaluation team was created to review and evaluate the proposals and was comprised of a Metrolinx staff member and a representative from several of the participating transit systems including YRT/Viva. A Fairness Commissioner was used to ensure the award was made fairly by monitoring the process, reviewing documentation and ensuring consistency and fairness in the weighting and application of the evaluation criteria.

The bid submitted by Creative Carriage Ltd. met all mandatory requirements, was accepted by the Fairness Commissioner and approved by the Technical Advisory Committee

The market for low-floor specialized transit buses is very limited and there are only two suppliers in Ontario. The RFP document was designed to allow for competitive bids and both suppliers had picked up the bid document. All questions from potential bidders were satisfactorily addressed. However, by bid closing, only one supplier had submitted a bid. The proposal was fully evaluated on the merits of meeting mandatory compliance, scoring of rated items and price evaluation. The results of the evaluation of the proposals indicates that Creative Carriage Ltd was the successful bidder with a technical scoring of 23,542.7 points out of 26,400 points and a unit price for a base bus of \$185,000. Note that each participating transit system, including YRT/Viva, will add additional optional items which will increase the actual unit purchase price.

Following evaluation of the proposal and approval from the Steering Committee, Metrolinx executed a Master Agreement with Creative Carriage Ltd. for the purchase of low-floor specialized transit buses. Each participating transit system will be required to enter into a Joint Municipal Bus Purchase Agreement directly with Creative Carriage Ltd. These agreements will provide details of each transit system's delivery times, options and other terms and conditions consistent with the Master Agreement. The transit systems will be entitled to engage in the joint procurement to the extent permitted by the amount of funding approved in their respective budgets.

The base bus will require optional equipment that is specific to each transit system

The joint procurement was designed to allow each transit system to order equipment specific to their individual requirements. As such, there are optional items that will be ordered with the bus to meet current YRT Mobility Bus standards. These optional items include provisions for passenger seating, auxiliary heating, additional wheelchair securement locations, and manuals. The value of these options is approximately \$12,570 per bus, plus HST.

A copy of this report should be submitted to the York Region Accessibility Advisory Committee for information

The proposed purchase will assist YRT/Viva in maintaining transportation services for persons with disabilities who are registered with Mobility Plus. A copy of this report should be shared with the York Region Accessibility Advisory Committee.

5. FINANCIAL IMPLICATIONS

The unit price for each bus including options is \$197,570 plus HST. Total price for the eight buses is \$1,580,560. Participating in the Metrolinx joint procurement program has saved an estimated \$3,000 per bus compared to average market prices. In addition, Metrolinx is paying for technical support, contract administration and bus inspections. Savings can also be attributed to volume discount with the larger bus order. Total savings are estimated to be \$24,000 for the order of eight buses under this contract.

Sufficient funds are available in the 2011 Business Plan and Capital Budget to purchase the eight buses.

6. LOCAL MUNICIPAL IMPACT

Mobility Plus customers will benefit from a more reliable service with the proposed replacement of buses in the Mobility Plus fleet in 2011 that have presently met, or exceeded, their design life as a result of this purchase. Further, with the introduction of the two expansion buses in 2011, these acquisitions will assist in meeting the increasing demand for Mobility Plus Service.

7. CONCLUSION

Based upon a competitive bus procurement process, it is recommended that Creative Carriage Ltd. be awarded a contract immediately to supply eight low-floor specialized transit buses in 2011. It is also recommended that the General Manager, Transit be authorized to purchase additional buses in the future if needed, subject to funding availability.

For more information on this report, please contact Rick Takagi, Manager Capital Assets at Ext. 5624 or Dave Partington, Supervisor, Fleet at Ext 5373.

The Senior Management Group has reviewed this report.