

# Grand River Conservation Authority

**Report number:** GM-03-25-28

**Date:** March 28, 2025

**To:** Members of the Grand River Conservation Authority

**Subject:** 2025 Replacement Vehicle Purchase

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## **Recommendation:**

THAT the Grand River Conservation Authority purchase one 2025 Ford Transit 1 Ton Medium Roof Cargo Van for a total amount of \$69,227.00 (excluding HST & Licensing) from Parkway Ford Sales Ltd.;

AND THAT the Grand River Conservation Authority purchase one 2025 Ford Transit ½ Ton Low Roof Cargo Van at a total amount of \$67,263.00 (excluding HST & Licensing) from Parkway Ford Sales Ltd.;

AND THAT the Grand River Conservation Authority purchase one 2025 Chevrolet Silverado ½ Ton 4WD Pickup at a total amount of \$50,264.00 (excluding HST & Licensing) from Finch Chevrolet Cadillac Buick GMC Ltd.;

AND THAT the Grand River Conservation Authority purchase one 2025 Dodge Ram Medium Duty 5500 Series Cab and Chassis at a total amount of \$91,702.00 (excluding HST & Licensing) from Blue Mountain Chrysler Ltd.

## **Summary:**

Not applicable

## **Report:**

The 2025 Motor Pool budget includes the purchase of four vehicles to replace four existing vehicles. In order to obtain the best value for the GRCA while meeting the specific operational needs of these vehicles, the GRCA Human Resource policies allow for a public Request For Quotation (RFQ) procurement approach.

The goal of the RFQ procurement approach is to ensure the best value for the GRCA over the life of vehicles, reduce downtime for vehicle service, and ensure the GRCA operational needs of the equipment are met. Vehicle specifications were developed based on the ideal performance requirements to reflect the operational needs of the area and serviceability of the vehicle. Due to the variability of features that any given vehicle could have, pre-determined weighted evaluation criteria are established to evaluate submissions, and these are shared with potential bidders. Bidders can submit a quote for vehicles that may or may not meet all of the ideal performance requirements and a portion of the subsequent evaluation is to compare different types of vehicles. After assigning a score to each portion of the weighted criteria, the bidder with the highest total score is recommended as the preferred option and this may or may not result in selecting the lowest bid price.

As part of the Request for Quotations (RFQ). The 2025 RFQ for Replacement Vehicles was publicly advertised on February 6, 2025 on the Biddingo electronic procurement website. Three bid packages were received by the closing date of March 4, 2025. As described in the RFQ, bid packages were evaluated based on the following criteria:

- 10% Location of Parts and Service Facility
- 10% Past Experience with the Manufacturer
- 40% Conformance to the Specification
- 40% Price Quotation

Bids were reviewed by Kayleigh Keighan, Manager of Finance, Brandon Heyer, Manager of Central Services, Paul Lucier, Supervisor of Maintenance and Operations, Jamie Eaton, Fleet Coordinator. Bids and ranking based on evaluation scores have been summarized below:

**2025, 1 Ton Medium Roof Cargo Van, Single Rear Wheel, AWD, 3759mm (148") Wheelbase – One (1) Required**

Dealer	Make/Model	Bid Amount (HST excluded)	Ranking based on score
Parkway Ford Sales Ltd.	Ford Transit 350 Medium Roof Cargo Van	\$69,227.00	1
Blue Mountain Chrysler Ltd.	Promaster 2500 High Roof Cargo Van	\$65,819.00	2

**2025, ½ Ton Low Roof Cargo Van, Single Rear Wheel, AWD, 3300mm (129.9") Wheelbase – One (1) Required**

Dealer	Make/Model	Bid Amount (HST excluded)	Ranking based on score
Parkway Ford Sales Ltd.	Ford Transit 150 Low Roof Cargo Van	\$67,263.00	1
Blue Mountain Chrysler Ltd.	Promaster 2500 High Roof Cargo Van	\$66,039.00	2

**2025, ½ Ton Pickup Truck, Super Cab, 4WD, 3746.5mm (147.5") Wheelbase – one (1) Required**

Dealer	Make/Model	Bid Amount (HST excluded)	Ranking based on score
Finch Chevrolet Cadillac Buick GMC Ltd.	Chevrolet 1500 Super cab Pickup	\$50,264.00	1
Parkway Ford Sales Ltd.	Ford F150 Super Cab Pickup	\$57,073.00	2
Blue Mountain Chrysler Ltd.	Ram 1500 Crew Cab Pickup	\$69,543.00	3

**2025, Medium Duty, 5500 Series Crew Cab and Chassis, Dual Rear Wheel, 4WD, 5,014mm (197.4") Wheelbase – One (1) Required**

Dealer	Make/Model	Bid Amount (HST excluded)	Ranking based on score
Blue Mountain Chrysler Ltd.	Ram, 5500 Crew Cab & Chassis 4WD	\$91,702.00	1
Parkway Ford Sales Ltd.	Ford F550 Crew Cab & Chassis 4WD	\$88,595.00	2

As part of the ½ ton pickup truck RFQ, an alternate bid was requested to compare gasoline engine/electric hybrids with gasoline engine trucks. No bids were received for the hybrid alternate option.

**Financial Implications:**

The total combined amount of \$278,456.00 excluding HST & Licensing is included in the 2025 Motor Pool budget and will be funded from the Motor Pool Reserve. The units being replaced will be disposed through public auction and any proceeds from that sale will be allocated to the Motor Pool Reserve.

**Other Department Considerations:**

Staff in several GRCA departments were consulted in the preparation of the specifications to ensure the replacement trucks accommodate the various specific uses.

**Prepared by:**

Paul Lucier  
Supervisor of Maintenance and Operations

Brandon Heyer  
Manager of Central Services

**Approved by:**

Karen Armstrong  
Deputy CAO/Secretary-Treasurer