



# Request for Decision City Council





Type of Decision											
Meeting Date		February 28, 2007				Report Date		February 20, 2007			
Decision Requested		<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Priority		<input checked="" type="checkbox"/>	High	<input type="checkbox"/>	Low
		Direction Only				Type of Meeting		<input checked="" type="checkbox"/>	Open	<input type="checkbox"/>	Closed

Report Title
RFP Contract IES07-102 Purchase of Two (2) Rubber Tired Wheel Loaders

Budget Impact / Policy Implication		Recommendation	
<input checked="" type="checkbox"/>	This report has been reviewed by the Finance Division and the funding source has been identified.		
<p>There is no budget impact, as the purchases of these two units is part of the 2006 approved capital budget of Fleet</p>		<p>That Equipment Sales and Service, Ltd. be awarded the contract for the purchase of two (2) Rubber Tired Wheel Loaders in the amount of \$300,000.00 plus applicable taxes.</p>	
<input checked="" type="checkbox"/>	Background Attached	<input type="checkbox"/>	Recommendation Continued

Recommended by the Department	Recommended by the C.A.O.
 Greg Clausen, P.Eng. Acting General Manager of Infrastructure	 Mark Mieto Chief Administrative Officer

Date: February 20, 2007

Report Prepared By	Division Review
 Eric Bertrand Manager of Fleet Services	 Mary Beth Gibbons Director of Strategic Support Services

## BACKGROUND

As part of our vehicle/equipment replacement plan the requirement to purchase two (2) rubber tired wheel loaders was identified. These two units will be assigned as a yard loader in the Northwest and the Northeast sections. The two units that these will replace have been removed from service and sold at our annual auction.

Typically vehicles are purchased through the tendering process. Once the budget is approved and the items for purchase are identified, Council is not required to re-approve that which has been included in the annual budget process.

To ensure that the City had flexibility in choosing the pieces of equipment, the "Request for Proposal" process was applied to receive bids. The RFP process allows the City to choose the bid that best meets the City's needs, versus the "lowest" bid, as is required by the tendering process.

A set of specifications was prepared and a Request for Proposal was advertised seeking proposals/bids for these units. Submissions were received from seven (7) dealerships on January 30, 2007. The submissions were reviewed by the Manager of Fleet services and a short list of three (3) proposals was achieved.

Tracks and Wheels Equipment Brokers	\$299,840.00 plus taxes
Equipment Sales & Service Ltd.	\$300,000.00 plus taxes
Wajax Industries	\$321,704.76 plus taxes

A pre-determined scoring grid was utilized to evaluate and rate the three submissions and the proposals were evaluated by Eric Bertrand, Manager of Fleet Services and Mark Coppo, Supplies and Services. It was determined that the highest rating/score was achieved by Equipment Sales & Services Ltd.

Staff is recommending that Equipment Sales & Services, Ltd be awarded the contract in the amount of \$300,000.00 plus taxes. Funds will be allocated from the 2006 Capital Fleet budget.



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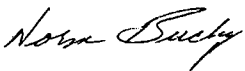

Type of Decision									
Meeting Date	February 28 <sup>th</sup> , 2007				Report Date	February 9, 2007			
Decision Requested	X	Yes		No	Priority	X	High		Low
	Direction Only				Type of Meeting	X	Open		Closed

Report Title
Request for Proposal - (Contract IES 06-54) for the Purchase of One Urban Rescue/Pumper

Budget Impact / Policy Implication	Recommendation
<p><b>X</b> This report has been reviewed by the Finance Division and the funding source has been identified.</p> <p><u>Policy Implication</u></p> <p>None</p> <p><u>Budget Impact</u></p> <p>Funding for this contract has been approved and is funded in the Fire Services Equipment Capital Account.</p>	<p>That Request for Proposal - Contract IES 06-54 for the purchase of one Urban Rescue / Pumper for the Fire Services Division in the amount of \$475,929.40 (including GST) be awarded to American Lafrance.</p> <p>New Fire Vehicles are PST Exempt.</p>
Background Attached	Recommendation Continued

Recommended by the Department	Recommended by the C.A.O.
 Tim Beadman Acting General Manager, Emergency Services	 Mark Mieto Chief Administrative Officer

Date: February 9<sup>th</sup>, 2007

Report Prepared By	Division Review
 <b>NORM BUCHY</b> <b>FLEET &amp; EQUIPMENT COORDINATOR</b>	 <b>MARC LEDUC</b> <b>ACTING FIRE CHIEF</b>

Requests for Proposals were opened at the Tender Opening Committee Meeting of December 5<sup>th</sup>, 2006, for the purchase of one Urban Rescue / Pumper for the Fire Services Division.

This RFP specification was put together by a Committee from Fire Services, who were also involved in this recommendation. The specifications were developed based on our needs and are an accurate reflection of what is required to meet the long-term needs of the City of Greater Sudbury Fire Service with respect to an Urban Rescue/Pumper. Prior to advertising the RFP, a draft copy of the specifications only were sent to all suppliers for their input and none responded.

The Request for Proposal was advertised on the City's Website by our Supplies & Services Division within the City.

There were three bids submitted:

- American Lafrance (Darch Fire)
- Eastway Tank
- Dependable Fire Trucks

Part of the process was to rate the bids on the following criteria:

Specifications - 50  
Price - 30  
Delivery - 10  
Warranty - 10

From the 3 bids that were submitted the following are the evaluations using the above criteria weighting system:

Company	Specifications	Price	Delivery	Warranty	Total
American Lafrance	30	30	5	10	75
Eastway	30	20	10	0	60
Dependable	40	10	0	0	50

Proposals were evaluated by a staff committee comprised of Norm Buchy, Marc Leduc, and Roger Delaire, Supplies & Services Co-Ordinator.

After evaluating and applying the Grid Criteria Weighting system, an award is recommended to American Lafrance for the purchase of one Urban Rescue/Pumper in the amount of \$475,929.40 Canadian dollars. A Purchase Order will be issued to Darch Fire, who is the Canadian dealer for American Lafrance.



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Meeting Date		February 28 2007				Report Date		February 21 2007	
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		Direction Only				Type of Meeting		X	Open
									Closed

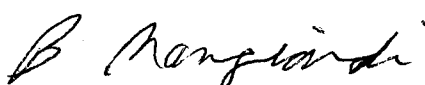
Report Title
PeopleSoft Financial Management Upgrade Assistance and Implementation of Accounts Receivable, Billing and Commitment Control Functionality

Budget Impact / Policy Implication	Recommendation
<p>X This report has been reviewed by the Finance Division and the funding source has been identified.</p> <p>This will be funded from previous years committed ERP capital and reserve funding.</p>	<p>THAT xwave be selected as the vendor to assist in the upgrade of our PeopleSoft Financial systems to version 8.9 and to assist in the implementation of Accounts Receivable and Billing modules and to assist in implementing Commitment Control functionality;</p> <p>THAT the Chief Information Officer be authorized to enter into this contract with xwave, all in accordance with the Purchasing By-Law as approved by Council.</p>
Background Attached	Recommendation Continued

Recommended by the Department	Recommended by the C.A.O.
 Caroline Haysworth Executive Director/Administrative Services	 Mark Mieto Chief Administrative Officer

Date: February 21 2007

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Report Prepared By	Division Review
 Bruno Mangiardi Chief Information Officer	Caroline Hallsworth Executive Director Administrative Services

The Information Technology Department in conjunction with the Finance and Human Resources Department is in the process of upgrading our current PeopleSoft ERP Financial Management System (FMS) which is our primary financial management tool. ERP stands for Enterprise Resource Planning software. ERP is an integrated business system that provides the organization with the appropriate decision making tools to effectively manage operations. This serves to enhance responsiveness and provide consistent and key information to all users. ERP projects are not finite as they have a continuous life cycle of implementation and optimization.

In January 2007, the City issued a Request for Proposal to hire a vendor to assist the City in upgrading our Financials from version 8.8 to 8.9. As part of this upgrade, it was decided to also implement the Accounts Receivable and Billing Modules which are currently part of the FMS system but have not been used. The modules we are using are currently part of our older "legacy" systems which must be replaced for a number of reasons. The hardware platform for the legacy systems is now over seven years old and will not be fully supported by the hardware vendor after this year. Implementing these two new modules allows for a fully integrated financial system. It is also an important first step in eliminating a duplicate chart of accounts, one for the old legacy systems and one for the ERP system. This will eliminate duplication of work for both Finance and Information Technology staff. As well, Finance has been looking at implementing Commitment Control functionality. It was felt that as part of the upgrade, it would be an appropriate time to also implement these.

As part of our maintenance agreement with PeopleSoft, we are entitled to receive all upgrades to the system. However, the implementation of the upgrades is not part of the maintenance agreement. These upgrades must be implemented to ensure that we continue to receive support for the product. It is industry practice to use the assistance of outside experts, who have specialized technical and functional knowledge, to assist in implementing major upgrades. These experts add value by building on their knowledge of new functionality, particularly with the new Accounts Receivable and Billing modules, to assist the City in further improving our business processes. During this process a knowledge transfer between outside experts and city staff assures we can take over operation of the optimized new system once the implementation project is complete and that we can manage future similar projects with less support from outside vendors.

Date: February 21 2007

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A staff committee reviewed the three proposals that were received. The proposals were scored for experience with software (25%), experience of staff (25%), proposal understanding and requirements (25%), quality of the reference sites (15%), and local partnerships (10%).

Vendor	Price	Score / 100
xwave	\$367,770 + taxes	85
Inforica	\$860,329 + taxes	80
Ciber	\$631,150 + taxes	68

The bid submitted by xwave scored the highest in points and was also the lowest priced proposal. All of the xwave staff assigned to our implementation project are Peoplesoft certified consultants. xwave has also completed projects for other large municipalities. xwave has assisted the City with the past upgrades to the Peoplesoft Financials System in 2004 and the PeopleSoft Human Capital Management System in 2005, both with excellent results. They have demonstrated their experience and understanding of the integration between the financial and HR systems. Therefore, staff recommend that xwave be selected as the vendor to assist in the upgrade of our PeopleSoft Financial Management system, the implementation of Accounts Receivable and Billing modules and the implementation of Commitment Control functionality.

The cost of the project will be funded from previous years committed ERP capital and reserve funding.