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CITY OF KELOWNA

MEMORANDUM

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**Date:** May 6, 2008

**File No.:**

**To:** City Manager

**From:** Fire Chief

**Subject:** Purchase of Fire Truck

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**RECOMMENDATION:**

THAT Council approve the award for the purchase of a new Fire Pumper Truck to Rocky Mountain Phoenix for \$527,012.64 tax included;

AND THAT the 2008 Financial Plan be amended to add \$30,000 to the Fire Department capital program with funding from the Fire Equipment Replacement Reserve.

**BACKGROUND:**

The original projected cost of this unit was \$520,000 but that was from 2005 when the search for a replacement unit began. The process to procure the pumper truck was done through a Request for Proposal and the evaluation team set out the criteria below to judge the proposals:

- The degree to which the apparatus design incorporates advantageous features in the opinion of the City of Kelowna and the Kelowna Fire Department - 15%
- The quality and duration of the proponent's proposed warranty(s), specifically items or components - 15%
- The proponent's demonstration that the requests of the RFP have been met with high quality parts, components, design and craftsmanship - 10%
- The proponent's ability to support the Kelowna Fire Department after the purchase, including training, the proponent's location of affiliated authorized service centres with trained technicians, service facilities and parts relating to the maintenance of the proposed apparatus, components and equipment. - 15%
- Price - 45%

The process was followed and the team did an excellent job and gave each proposal a very fair and thorough evaluation. There was a very comprehensive specification for the unit and this allowed the team to provide an objective recommendation for award. Price did have the highest weighting and proponents knew this was the most important criteria to the City of Kelowna. It follows that the pricing quoted by each proponent was their very best price. The recommendation for award is not the lowest price - it is however the best value using the above evaluation criteria, which is the objective of the competitive process as stated in the Purchasing Bylaw Clause 2.4.



The 2008 Provisional Budget included \$520,000 for the new truck and an increase of \$30,000 is required to cover the actual proposed costs. The additional costs are required for 10,000 confirming details of the spec during the preconstruction meeting (\$10,000); purchase of lose equipment (hose - \$9,300) and travel expenses for 2 members to attend 2 meetings with truck builder (\$3,600).

**FINANCIAL/BUDGETARY CONSIDERATIONS:** Funding for the additional cost is available in the Fire Equipment Replacement Reserve as this equipment was originally scheduled to be replaced with a more expensive unit.

**INTERNAL CIRCULATION TO:** Financial Planning Manager

**EXISTING POLICY:** Purchasing Bylaw No. 9590

Considerations that were not applicable to this report:

**LEGAL/STATUTORY AUTHORITY:**

**LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:**

**PERSONNEL IMPLICATIONS:**

**TECHNICAL REQUIREMENTS:**

**EXTERNAL AGENCY/PUBLIC COMMENTS:**

**ALTERNATE RECOMMENDATION:**

Submitted by:



R. Blancheil, Fire Chief

Approved for Inclusion:



cc: Purchasing Manager  
Financial Planning Manager