



APPROVAL BLOCK	
CAO	<u>W</u>
GMTOS	<u>S</u>
DF	<u>AC</u>
PS	<u>CS</u>

**CITY OF BELLEVILLE**  
**Pat McNulty, Capital & Fleet Asset Manager**  
**Report No. C&FAM-2018-06**  
**May 14, 2018**

**To: Mayor and Members of Council**

**Subject: Contract No. RFP-TOS-2018-13 re Rehabilitation of two (2) Low Floor Nova Buses**

**Recommendations:**

"THAT the request for proposal submission from Prevost Car Inc., A Volvo Group be accepted for Contract No. RFP-TOS-2018-13 re Rehabilitation of two (2) Low Floor Nova Buses in the amount of \$151,409.79 plus \$19,683.27 HST for a total amount of \$171,093.06, and Bus Rental in the amount of \$60,000 plus \$7,800 HST for a total amount of \$67,800.00 for two buses for four months, this being the most qualified proposal received, and that the Mayor and City Clerk be authorized to sign the Acceptance Agreement on behalf of The Corporation of the City of Belleville and that the City Clerk be authorized to affix the Corporate Seal."

**Strategic Plan Alignment:**

The City of Belleville's Strategic Plan identifies nine strategic themes. This report aligns with the "Transportation and Mobility" strategic theme to "Plan and develop a safe and efficient road and transportation system that addresses the needs of our residents and businesses".

**Background:**

Council approved Issues 1.032 and 1.033 in the 2018 Capital Budget for the rehabilitation of two (2) Low Floor Nova Bus, Units #60 and #61, in the amount of \$150,000.00 each for a total of \$300,000.00

Refurbishing buses is an economical method of extending the life of existing buses for many years. Units #60 and #61 are the oldest buses in the City's fleet and require refurbishing to keep them in good serviceable condition and provide many more years of reliable service.

**Financial/Analysis:**

The following is a summary of the Finance Department's preliminary Proposal Opening Summary:

Date Posted: Thursday, March 22, 2018 at 12:00pm  
 Date Closed: Tuesday, April 10, 2018 at 1:00pm  
 Days Open: 19  
 No. of Plan Takers: 4  
 No. of Submissions: 3  
 No. of Addenda Issued: 1

An evaluation committee was established to review the proposals and included:

- Pat McNulty, Capital & Fleet Asset Manager
- Boyd McDonnell, Foreperson Mechanic
- Paul Buck, Manager of Transit

The qualified submissions received are summarized in the following table:

Vendor	Bid Amount	13% HST	Total Bid Amount	Net Cost to City*	Budget Amount
<b>Prevost Car Inc., A Volvo Group</b>	\$151,409.79	\$19,683.27	\$171,093.06	\$154,074.60	\$300,000
*Option A Bus Rental	\$60,000.00	\$7,800.00	\$67,800.00	\$61,056.00	
<b>MTB Transit Solutions Inc.</b>	\$164,426.29	\$21,375.42	\$185,801.71	\$167,320.19	\$300,000
*Option A Bus Rental	\$24,000.00	\$3,120.00	\$27,120.00	\$24,422.40	
<b>New Flyer Industries ULC Arnprior Service Centre</b>	\$183,402.72	\$23,842.35	\$207,245.07	\$186,630.61	\$300,000

\*Amount Calculated based on 2 buses for 4 months

\*\* New Flyer Industries submission did not include an option to rent buses

Each submission was reviewed and scored in accordance with the evaluation criteria set out in the request for proposal. The evaluation criteria and final results were as follows:

Assessment Criteria	Weight
Technical	20
Financial	40
Service	15
Experience & References	15
Delivery	10
<b>Total</b>	<b>100</b>

Rank	Vendor
1	Prevost Car Inc., A Volvo Group
2	MTB Transit Solutions Inc.
3	New Flyer Industries ULC Arnprior Service Centre

Following review of the three submissions received, the Evaluation Committee recommends that the contract for rehabilitation of two (2) Low Floor Nova Buses

be awarded to Prevost Car Inc, A Volvo Group. They are the lowest bid received, prior to adding Option A for bus rental.

Prevost is the parent company of Nova Bus and with their knowledge and expertise on Nova Buses, plus the access to factory Nova parts and the quality of the work would provide the City with the best return on our investment.

In addition, the rental buses from Prevost will be Nova buses, which our drivers are familiar with; therefore there will be no requirement to provide training or familiarity. Riders will be familiar with the buses, creating a more seamless transition.

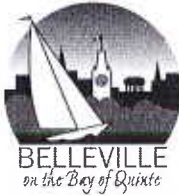
**Conclusion:**

It is recommended that Prevost Car Inc., A Volvo Group be award Contract No. RFP- TOS-2018-13 re Rehabilitation of two (2) Low Floor Nova Buses with Option A – Bus rental. Anticipated completion date is 90-120 days following purchase order issuance.

Respectfully submitted,



Pat McNulty C.E.T.  
Capital & Fleet Asset Manager



APPROVAL BLOCK	
CAO	<u>LA</u>
DF	<u>[Signature]</u>
PS	<u>[Signature]</u>
GMTOS	<u>[Signature]</u>

**CITY OF BELLEVILLE**  
**Pat McNulty, Capital & Fleet Asset Manager**  
**Report No. C&FAM 2018-07**  
**May 14, 2018**

**To: Mayor and Members of Council**

**Subject: Contract No. RFP-TOS-2018-09 re Tire Services Contract**

**Recommendation:**

**“THAT the request for proposal submission from Benson Tire be accepted for Contract No. RFP-TOS-2018-09 re Tire Services Contract pursuant to the Capital & Fleet Asset Manager Report No. C&FAM 2018-07 being the most qualified proposal received and at the estimated yearly cost of \$60,000, and that the Mayor and City Clerk be authorized to sign the Acceptance Agreement on behalf of The Corporation of the City of Belleville and that the City Clerk be authorized to affix the Corporate Seal.”**

**Strategic Plan Alignment:**

The City of Belleville's Strategic Plan identifies nine strategic themes. This report aligns with the “Infrastructure” strategic theme to “Develop asset management strategies and programs to resolve delivery shortfalls and protect our investment in existing infrastructure”.

**Background:**

Each year the City contracts a tire company to provide services for tire replacement and repairs for their fleet & equipment. This service is paid for through various operating budget accounts in the different departments/sections of the City that use the service. It was determined that a consolidated approach should be taken this year in order to obtain more competitive pricing. Due to the large volume of tires needed throughout all City departments, a competitive bidding process was undertaken. An RFP was issued, requiring service providers to price a list of new tires of various types and sizes, and a list of services (i.e. flat repairs, new install, etc.).

**Financial/Analysis:**

Approximately \$41,000 was spent across all City Departments on Tire Services in 2016, and \$51,000 in 2017. In order to comply with the City's purchasing by-law, an RFP was required this year; which would encompass tire services for all City departments. Based on individual department budgets throughout the City, the budget estimate for 2018 Tire Services was set at \$60,000.



The Request for Proposal Summary is as follows:

Document Posted: Thursday, March 8, 2018 at 12:00 pm  
 Document Closed: Wednesday, March 28, 2018 at 1:00pm  
 No. of Plan Takers: 4  
 No. of Submissions: 2  
 No. of Addenda Posted: 1

An evaluation committee was established to review the proposals and included:

- Pat McNulty, Capital & Fleet Asset Manager
- Scott Whiteman, Roads & Traffic Supervisor
- Joe Reid, General Manager

The RPF issued required individual pricing for over 100 different tires and services that City may require. Each submission was reviewed and scored in accordance with the evaluation criteria set out in the request for proposal. The evaluation criteria and final results were as follows:

Assessment Criteria	Points	Rank	Vendor
Technical	25	1	Benson Tire
Financial	40	2	Belleville Tirecraft
Service	25		
References	10		
<b>Total</b>	<b>100</b>		

In comparing individual prices of various tires, the Evaluation Committee found that Benson Tire offered more competitive pricing on individual tires and services; which will offer greater savings at year-end. In addition, Benson Tire has held the Tire contract for the City in the past and service calls were handled efficiently and in a timely manner.

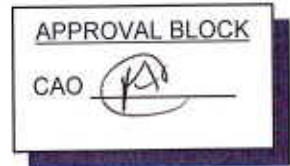
Per Contract No. RFP-TOS-2018-09, the initial term of the contract will be for two years and prices will remain firm for this period, with an option to extend the contract for additional terms, as mutually agreed upon.

#### Conclusion:

It is recommended that Benson Tire be awarded Contract No. RFP-TOS-2018-09 re Tires Services Contract. Sufficient funding is available in the 2018 Operating Budget.

Respectfully Submitted,

  
 Pat McNulty C.E.T.  
 Capital & Fleet Asset Manager



**CITY OF BELLEVILLE**  
**Perry DeCola, General Manager**  
**Environmental Services**  
**Report No. GMES-2018-04**  
**May 14, 2018**

**To: Mayor and Members of Council**

**Subject: 2017 Belleville Pollution Control Plant - Ontario Clean Water Agency Performance Report**

**Recommendation:**

“THAT the General Manager of Environmental Services Report No. GMES-2018-04 regarding the 2017 Ontario Clean Water Agency Performance Report for the Belleville Pollution Control Plant be received as information.”

**Strategic Plan Alignment:**

The City of Belleville’s Strategic Plan identifies nine strategic themes. This report aligns with the “Environment” strategic theme to “protect and enhance the quality of our natural environment to ensure there is clean water and air and a livable environment, for the benefit of current residents and future generations”.

**Background:**

The Ontario Clean Water Agency (OCWA) has completed a 2017 year in review performance report highlighting the following four primary areas.

1. **Compliance Excellence** – meeting all regulatory requirements
2. **Health and Safety** – Completing all staff training and achieving no “Lost-time” injuries in 2017
3. **Operational Excellence** – details KPI’s in operation of the treatment facilities – ie 7 by-passes, 12.534 Billion litres treated, and plant optimization that have led to significant savings in energy consumption and biosolids handling
4. **Asset Protection** - completion of 2,962 work orders and four approved capital projects

**Financial/Analysis:**

There are no financial requirements beyond the normal operating budget as a result of these reports. All aspects of the pollution control system continue to operate within Council approved operating and capital budgets.

**Conclusion:**

It is recommended that these reports be received in accordance with the Safe Drinking Water Act and Ontario Regulation 170/03.

Respectfully submitted,



Perry DeCola  
General Manager of Environmental Services

Attachments

Schedule 1 - 2017 Belleville Performance Report





# 2017 YEAR IN REVIEW

CITY OF  
BELLEVILLE

The Ontario Clean Water Agency (OCWA) has proudly operated and maintained the City of Belleville's wastewater systems for 40 years.

This Performance Report outlines some of the operational and community highlights achieved through our partnership in 2017.

We invite you to take a look at how your systems have performed this past year and we look forward to the opportunity to review and discuss our shared goals for 2018.

Thank you for putting your continued trust in OCWA.



# OCWA's Performance Report Card

1

## Compliance Excellence

Met all wastewater regulatory requirements



A wastewater inspection was conducted in 2017 from the Ministry of the Environment and Climate Change and all action items have been addressed



2

## Health & Safety

Zero lost-time incidents (due to occupational injuries and illness)



OCWA's Near Misses Reported



Successful completion of safety training for each member of staff satisfying regulatory requirements



3

## Operational Excellence

Wastewater treatment facilities operated within plant capacity



Reduced energy consumption in wastewater treatment processes



Total flow treated in 2017 was 12,534,822,000 litres



JFP operating well - since 2010, no exceedance in effluent discharged to the sewer system



7 secondary bypass events



4

## Asset Protection

Installed advanced Work Management System (WMS) at the City's facilities



Provided ten-year maintenance and capital plans



Completed four approved capital projects on time and on budget



● Results are positive and on target

● Results in range but not yet achieved

● Results are off target & action is needed

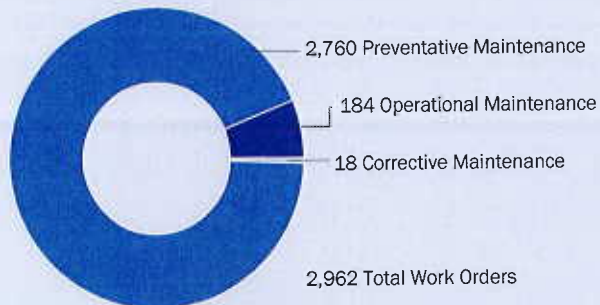


## ASSET PROTECTION

Protecting your municipal wastewater assets is our shared priority. We employ an Asset Maintenance Management System to organize and prioritize work at your facilities. There are approximately 1,937 assets identified.

A detailed report summarizing 2017 activities is available for your review, upon request.

100% of work orders issued were successfully completed. A breakdown is provided to the right.



## CAPITAL PROJECTS

Protection of assets requires regular, routine maintenance as well as capital reinvestment. In 2017, the following major projects were completed on time and on budget.

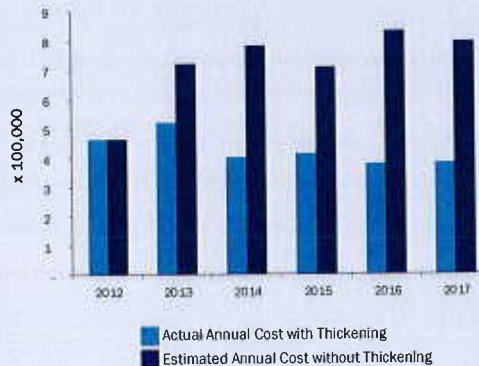
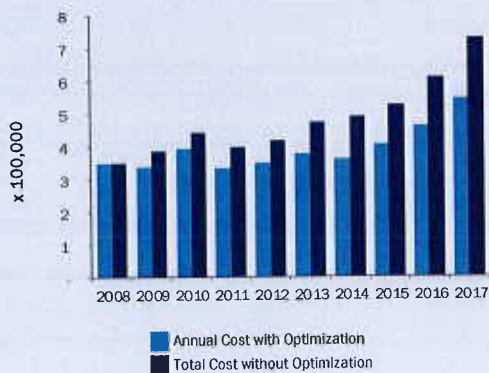
- Replacement of East Sewage pumping station grinder \$70,000
- Upgrade of PLC/SCADA at East Sewage pumping station \$24,000
- Replacement of Return Activated Pump \$39,775



## ENERGY

Energy and Biosolids Haulage represent a large expenditure for the City. Optimizing energy usage and thickening biosolids have saved the City over \$2.6M to date.

- Total Estimated Savings from Energy Optimization 2009 - 2017 = \$900,000
- Total Estimated Savings from Biosolids Thickening 2013 - 2017 = \$1.75M







## COMMUNITY ENGAGEMENT

OCWA is part of your community. Our employees not only work in the City of Belleville, they live there. They see community outreach and education activities as an important way to share their water knowledge and help the community be good water ambassadors for the future.

OCWA's OneWater Education Program® is a community action, water education program that engages Grade 8 students through hands-on activities and interaction with local water operators who provide the community with clean water and wastewater treatment.

OCWA has been proud to deliver the OneWater education program at the Suzanna Moodie Elementary School and looks forward to providing additional sessions in the years to come.



Photo courtesy of The Intelligencer



Photo courtesy of Loyalist College

OCWA participates as a member of Loyalist College's Biosciences Programs Advisory Committee and actively sponsors co-op placements for students studying and living in our community each year. Over the years OCWA has hired many talented students from Loyalist College.

OCWA will continue to work towards our goal of being Ontario's most trusted service provider by ensuring that your facilities and assets are efficiently operated and maintained.

### Your Local OCWA Contacts

James Taylor  
Senior Operations Manager  
t: 613-962-5454 ext. 25  
e: jtaylor@ocwa.com

Aimee Hennessy  
Business Development Manager  
t: 613-329-9408  
e: ahennessy@ocwa.com

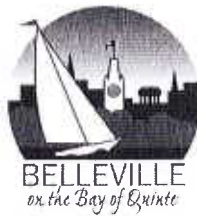
Cindy Spencer  
Regional Hub Manager  
t: 613-962-5454 ext. 26  
e: cspencer@ocwa.com

One Yonge Street, Suite 1700  
Toronto, Ontario M5E 1E5  
1-800-667-OCWA  
ocwa.com



**ONTARIO CLEAN WATER AGENCY**  
**AGENCE ONTARIENNE DES EAUX**





APPROVAL BLOCK	
CAO	<i>DA</i>
DF	<i>[Signature]</i>

**FIRE & EMERGENCY SERVICES**  
**Mark MacDonald, Fire Chief**  
**Director of Fire & Emergency Services**  
**Report No. FES 2018-04**  
**May 14, 2018**

**To: Mayor and Members of Council**

**Subject: Supply of a Rescue Apparatus Cab and Chassis**

**Recommendation:**

**“THAT, Council waive Section 16, Request for Tender, of the City’s Purchasing By-law Number 2017-234, and authorize the purchase of a cab and chassis from Buddy’s Garage Inc., at the cost of \$60,000.00 U.S. Dollars and additional shipping costs, applicable taxes and fees due upon delivery into Canada, estimated at \$12,000.00, for a total of \$90,000.00, CDN be approved”**

**Strategic Plan Alignment:**

The City of Belleville’s Strategic Plan identifies nine strategic themes. This report aligns with “Infrastructure” through investing in new infrastructure technologies to maximize efficiencies and better serve our citizens. In addition it aligns with “Community Health, Safety and Security” by supporting the establishment of responsive emergency and protective services with strong emphasis on prevention and preparedness to respond to emergencies.

**Background:**

There are several overlapping vehicle issues that need to be addressed and this is a non-traditional and innovative solution that will reduce the number of vehicles in the Fire Services fleet and create cost efficiencies while ensuring proper design and deployment of response vehicles. Cobourg Fire Department and Ocean Wave Fire Brigade of Carleton Place Ontario have both purchased the sister vehicles to the one proposed in this report and outfitted them as Rescue/Command/Rehab Units with very positive results.

**Issue #1** - The Rescue Vehicle at Station #3 (#635) is a 1996 cube van style

truck and would be considered a medium duty E350 Ambulance Package and this was a common approach twenty years ago. Since the purchase of this rescue unit the demand for storage of equipment has increased dramatically as we are now required to carry more equipment that is often larger and heavier than previous inventory. This vehicle is very heavily laden considering the design. It is at its end of useful life and plans were in place to recommend replacement during the 2019 Capital Budget deliberations.

**Issue #2** – The 2010 Rescue at station #1 (#715) does not have a command post, or adequate rehab/changing space in the Unit for Urban operations. The cab was configured to permit one or two persons at a time to change or stage in the cab. The low roof profile (10 inch rise) and smaller cab to accommodate fire hall configurations at the time did not provide acceptable headroom. With the new Fire Station #1 Headquarters vehicle height is no longer an issue.

For specialized rescue operations crews often have to change into completely different protective equipment and are now often doing this outside the vehicle during inclement weather at emergency scenes. Some of this equipment requires wearing next to skin, which means the firefighter may be in a state of undress in public view and in extreme weather conditions, such as an ice rescue scenario at well below freezing conditions.

Station #4 2002 Rescue Unit (#645) is a larger Cube configuration vehicle and has standing room in the rear for PPE changing and rehab. This serves the rural component needs at this time.

**Issue #3** - The challenge of a restricted cab size in the current Station #1 Rescue requires the department to keep the former 1988 rescue unit in service as a training vehicle only. It is well beyond its end of life and it is stored off site due to space limitations and not readily accessible. At times there is limited staff availability to provide a driver to operate this extra vehicle.

**Issue #4** - The Emergency Management Command Post generously funded in large part by a donation from Enbridge has been utilized at emergency scenes where there is activity for an extended time for operations and investigations. Both the Fire and Police Services have used this unit on numerous occasions. Due to space limitations it is currently stored at Station #3 as the vehicle height exceeds Station #2 limits. This unit is being relocated to Station #1.

The challenge is that it is not readily available as we cannot assign a duty driver to it and often staff are already committed at the event. Its primary purpose is a public safety support vehicle for emergency management and there are logistics to deploying it. Often emergency scenes are evolving rapidly so a command post is needed as part of the initial response.

**Analysis:**

These identified issues can be resolved through the acquisition of a large heavy rescue vehicle with a command post in the forward cab area and rehab/changing space in the rear area in the body of the apparatus. As mentioned earlier two other Ontario fire departments acquired the identical cabs and chassis and outfitted them exactly as that.

The unique 3 door configuration and raised roof (20 inches instead of 10 inches) provide a true office space behind the front seat area with room for three persons and 270 degrees of scene visibility outside via windows. This space would be outfitted as a work station with communications, computers and ancillary equipment as required. The cab is climate controlled and separated from the crews in the rehab section for privacy and quiet space for the person(s) in charge of the incident.

The body of the vehicle would be a fabricated cube mounted to the frame of the chassis and provide excellent storage capacity with outside cabinets and internal secured shelving. The centre of the body would be a rear walk-in style with fold down benches and a kitchenette station as the vehicle would have an onboard generator to provide house electricity for equipment, climate control and appliances. There are fabrication shops in the region capable of contributing to building this component of the vehicle which, in turn, provides an opportunity to support the local economy. The purchase of this cab and chassis would permit the liquidation of two older Rescue Units, and provide a much more practical rescue apparatus for Station #3.

The new Rescue/Command/Rehab Unit would be assigned to Station #1 Headquarters as a first run unit and the current Rescue Unit #715 would be re-assigned to Station #3 replacing the 1996 cube van style rescue van.

Attached are photos of the Cobourg truck (Appendix "A") with the fabricated body from Arnprior Fire Trucks as well as diagrams of the vehicle configuration (Appendix "B").

Appendix "C" is two photos of the Cab and Chassis that is currently in Washington, North Carolina.

There were three cab and chassis available with Carleton Place and Cobourg buying and outfitting two of the units.

These units were originally built for the U.S. Government to carry very large scanning equipment for tractor trailer inspections, however there was a change in plans and these units became overstock.

The Unit would be subject to a vehicle safety and mechanical fitness inspection to North Carolina standards and certified as same, and a physical inspection will be conducted by the Fire Chief before payment is made.



**Financial:**

The remaining unit has less than 1000 miles on it, which would have been the distance to deliver the truck from the factory to the dealership. The 2010 invoice price for the cab and chassis is \$198,000.00 USD. According to the dealer the 2018 price for a similar cab and chassis is approximately \$250,000.00. The current sale price of \$60,000.00 represents a savings of approximately \$190,000.00 USD or \$243,000.00 at 0.78 exchange rate.

The other Fire Departments purchased their cab and chassis for \$75,000.00 USD three years ago, however the exchange rate was considerably more favourable as in Cobourg's case the Canadian value equivalent was \$81,105.00 in 2014. The value of just the engine at \$70,000.00 and transmission at \$35,000.00 combined exceed this value.

Cobourg released a request for proposals for the modification and completion of the Rescue Unit and received four bids ranging from \$190,000.00 Cdn to \$206,000.00 Cdn, with the all-in price below \$300,000.00. At that time the estimate for a new Rescue similarly designed and equipped was \$475,000.00. With today's exchange rate and four years of inflation this number could easily be adjusted to \$500,000.00 to \$575,000.00 Cdn.

**Conclusion:**

It is requested that Council approve \$90,000.00 for the Capital purchase and delivery of this cab and chassis to Belleville. A future report will come forward during 2019 Capital Budget proceedings when the cost estimates for modification and completion of the unit are received. From the experiences of both Cobourg and Carleton Place the cost to complete this unit is estimated at \$200,000.00. to \$250,000.00 plus taxes. The biggest variable with the fabrication of a Fire apparatus is historically the cab and chassis as the pricing is based on U.S. dollars. This variable is controlled with this cab and chassis acquisition at a significantly reduced price. The priority is to secure the cab and chassis at this time.

This portion of the payment can be funded from Casino Revenues/Vehicle Infrastructure funding.

Respectfully submitted,



Mark MacDonald,  
Fire Chief/Director – Fire & Emergency Services

# APPARATUS MANUAL



**Town of Cobourg Fire Department**

**Command/Rescue R-391**

**2010 Spartan Gladiator ELFD**

**[REDACTED]**

**VIN: 4S7AT2J90AC073419**

**[REDACTED]**  
**[REDACTED]**



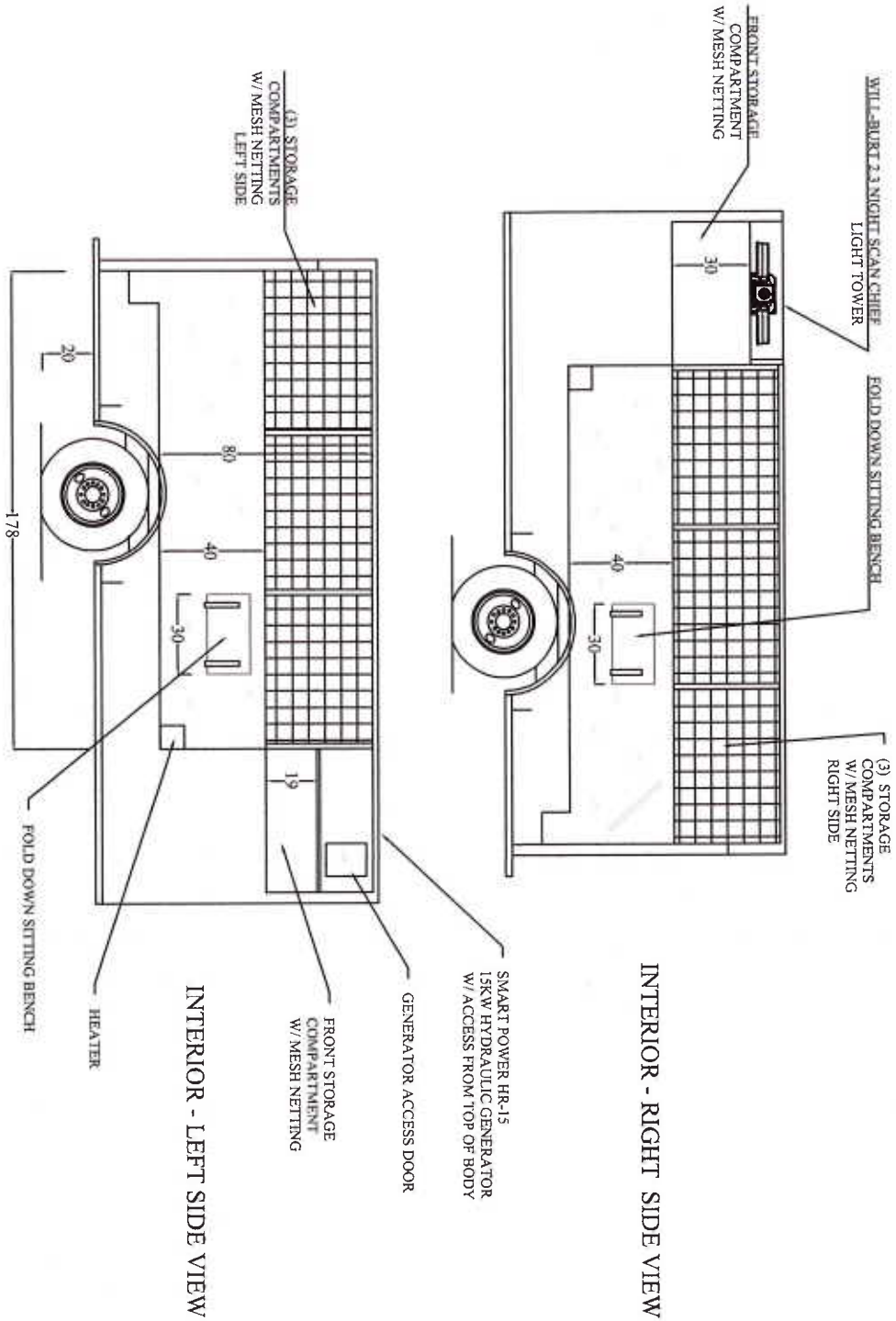








DESIGN APPROVED BY: \_\_\_\_\_  
 DATE: \_\_\_\_\_



INTERIOR - LEFT SIDE VIEW

INTERIOR - RIGHT SIDE VIEW

CHASSIS SPECIFICATION  
 MAKE: SPARTAN  
 MODEL: GLADIATOR ELFD 24"  
 FAWR: 18,000 lb  
 RAWR: 21,000 lb  
 GVWR: 39,000 lb

BODY SPECIFICATIONS  
 TYPE: RESCUE WALK IN  
 MATERIAL: 3/16" 5052 H32 ALUMINUM  
 CHECKER: 3/16" 3003 ALUMINUM  
 DOOR TYPES: AMDOR ROLL-UP

TANK SPECIFICATIONS  
 TYPE: N/A  
 MATERIAL: N/A  
 VOLUME: N/A  
 PUMP: N/A

WIDTH		HEIGHT		DEPTH	
L/R	I	F	B	2R	THRU
L2/R2	63	61	61	28	28
L3/R3	66	35	28	28	28
L4/R4	34	61	28	28	28

APR  
 ANRPRIOR FIRE TRUCKS  
 ANRPRIOR, ONTARIO  
 CANADA  
 DRAWN BY: MAREK M.

DIMENSIONS ARE IN INCHES  
 UNLESS OTHERWISE SPECIFIED  
 AND MAY BE APPROXIMATED  
 ILLUSTRATION MAY NOT BE  
 SCALED  
 DATE: APR.14.15

TITLE  
**COBOURG**  
 SIZE: A1 SCALE: 1/4" = 1'-0"  
 FILE NAME: AT15-046  
 MODIFIED LAST ON: JUNE 1915  
 REV: B



