

**Section I – Items for Board of Directors Action**

**TO:** Chair and Members of the Board of Directors  
Friday, May 23, 2025 Meeting

**FROM:** Alexander Schuler, Associate Director, Property & Asset  
Management

On Behalf of John MacKenzie, Chief Executive Officer

**RE: REQUEST FOR QUOTATION FOR THE SUPPLY, DELIVERY,  
AND LICENSING OF CLASS 3 TRUCKS**  
RFQ No. 10042719

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**KEY ISSUE**

Award of Request for Quotation (RFQ) No. 10042719 for the supply, delivery, and licensing of Class 3 Trucks.

**RECOMMENDATION:**

**WHEREAS** Toronto and Region Conservation Authority (TRCA) is engaged in projects and programs that require Class 3 Trucks for the transportation of supplies, materials, equipment and staff to various locations within TRCA jurisdiction for the delivery of projects and programs;

**AND WHEREAS** TRCA solicited quotations through a publicly advertised process;

**THEREFORE LET IT BE RESOLVED THAT** RFQ No. 10042719 for the supply, delivery, and licensing of class 3 trucks be awarded to Downtown Autogroup 2281910 Ontario Inc. o/a Ford Downtown / Lincoln Downtown at a total cost not to exceed \$ 274,373.00, plus applicable taxes, to be expended as authorized by TRCA staff;

**THAT** TRCA staff be authorized to approve additional expenditures to a maximum of \$ 27,000.00 (approximately 10% of the project cost), plus applicable taxes, in excess of the contract cost as a contingency allowance if deemed necessary;

**THAT** should TRCA staff be unable to negotiate a contract with the above-mentioned proponent, staff be authorized to enter into and conclude contract negotiations with other Proponents that submitted quotations, beginning with the next lowest bid meeting TRCA

**specifications;**

**AND FURTHER THAT authorized TRCA officials be directed to take whatever action may be required to implement the contract, including the obtaining of necessary approvals and the signing and execution of any documents.**

### **BACKGROUND**

Four (4) new Class 3 Trucks are required for the replacement of existing State of Good Repair (SOGR) fleet assets, and to support project and program operational growth within the Restoration and Infrastructure (RI) division.

The SOGR fleet assets were originally procured in 2009 (1-09-102) and 2011 (1-11-65, 1-11-69), however, upon the request of the Restoration and Resource Management (RRM) team within RI these units were maintained in service in a SOGR capacity upon end of lifecycle due to operational growth in RRM which required additional fleet resources in lieu of sourcing third party rentals. As a result of the years of service of the SOGR vehicles operational expenditures have increased due to the age, condition, accrued kilometers and engine hours.

A change in the general configuration of the SOGR vehicles can improve operational efficiency, and lower operational expenditures while providing the payload and towing capacities required by the RRM teams to support project and program operations in the safe and secure transportation of staff, materials, equipment, and supplies throughout TRCA jurisdiction

### **RATIONALE**

A Request for Quotation was publicly advertised on the public procurement website Bids and Tenders on March 19<sup>th</sup>, 2025, and closed on April 3<sup>rd</sup>, 2025.

A total of six (6) firms downloaded the documents and three (3) quotations were received from the following Proponent(s):

- Blue Mountain Chrysler Ltd.
- Downtown Autogroup 2281610 Ontario Inc. o/a Ford Downton / Lincoln Downtown
- Fines Ford Lincoln Sales and Service Ltd.

## Item 8.8

The Procurement Opening Committee opened the quotations on April 4<sup>th</sup>, 2025, with the following results:

Proponent	Fee (Plus HST)
Downtown Autogroup 2281610 Ontario Inc. o/a Ford Downtown / Lincoln Downtown	\$ 274,373.00
Fines Ford Lincoln Sales and Service Ltd.	\$ 278,800.00
Blue Mountain Chrysler Ltd.	\$ 279,241.00

Staff reviewed the bid received from Downtown Autogroup 2281610 Ontario Inc. o/a Ford Downtown / Lincoln Downtown against its own cost estimate and has determined that the bid is of reasonable value and meets the requirements as outlined in the RFQ documents. Therefore, it is recommended that contract No.10042719 be awarded to Downtown Autogroup 2281610 Ontario inc. o/a Ford Downtown / Lincoln Downtown at a total cost not to exceed \$ 274,373.00 before taxes, plus 10% contingency, plus applicable taxes, it being the lowest bid meeting TRCA's specifications.

### **Relationship to TRCA's 2023-2034 Strategic Plan**

This report supports the following Pillar and Outcome set forth in TRCA's 2023-2034 Strategic Plan:

#### **Pillar 4 Service Excellence:**

4.1 A strong and skilled workforce

### **FINANCIAL DETAILS**

Funds for the contract are identified in the 2025 Vehicle and Equipment Acquisition Fund.

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**Date: May 8, 2025**