

City of Mississauga Corporate Report



Date: March 31, 2023 To: Chair and Members of General Committee	Originator's files:
From: Jodi Robillos, Commissioner of Community Services	Meeting date: May 10, 2023

Subject

Vendor of Record Designation for the Supply and Delivery of Parts and Repair Services for Emergency Response Vehicles and Equipment

Recommendation

1. That the vendors included in Appendix 1, attached, be designated as Vendors of Record for the supply and delivery of replacement parts and repair services for vehicles and equipment managed by Mississauga Fire and Emergency Services, as outlined in the report dated March 31, 2023, entitled "Vendor of Record Designation for the Supply and Delivery of Replacement Parts and Repair Services for Emergency Vehicles and Equipment" from the Commissioner of Community Services.
2. That the Chief Procurement Officer be authorized to execute annual contracts with each of the designated Vendors of Record, in the estimated amounts shown in Appendix 1, with price adjustments based on the Consumer Price Index (CPI) for the supply and delivery of replacement parts and repair services for vehicles and equipment as required.

Background

Mississauga Fire and Emergency Services (MFES) operates a fleet of approximately 80 frontline apparatuses and support vehicles. MFES manages the entire life cycle of the fleet, along with personal protective equipment and emergency response tools. The availability of replacement parts and dealer-level services are critical in ensuring vehicles & equipment are kept in service to support the efficient delivery of suppression and other emergency services. These specialized vehicles and equipment consist of various manufacturers, makes, and models where Original Equipment Manufacturer (OEM) parts are required to preserve warranty, to ensure proper fitment, reliability as well as meet certification and testing requirements.

Aftermarket parts and services are used when possible and where quality and function are not compromised. Specialized repairs are often sublet to OEM vendors when it is more cost-effective to do so, or when specialized equipment and/or dealer resources are required. Parts and service availability are key requirements for maintaining the MFES fleet. MFES staff identified OEM parts and service vendors that are authorized by the manufacturers to provide the goods and services. These vendors are located in proximity to the City of Mississauga, which is a critical factor. The vendors identified in Appendix 1, are considered to be uniquely qualified, and authorized by the respective manufacturers to provide OEM parts and services for the products they represent.

OEM Vendor

OEM parts and repair services are only available from the manufacturer, or from the manufacturer's authorized dealer, and will continue to be required as long as the equipment remains active in the fleet.

The OEM vendors are single sources as defined in the Procurement By-Law #0013-2022 which states under Schedule A, Section 1, (a) the goods and/or services are only available from one supplier due to a statutory or market-based monopoly and/or (c) the goods and/or services are unique to one particular supplier and no reasonable alternative or substitute exists due to exclusive rights such as patent, copyright or license.

Comments

The Vendors of Record should be established until such a time as the parts and/or service they supply are no longer required or if the vendor fails to perform or ceases to carry on business. Furthermore, the roster of vendors is not closed. It is open to any vendor who can demonstrate that they are able to promptly provide OEM parts and services, appropriate generic parts and satisfactory references, subject to approval in accordance with By-law #0013-2022.

By-law #0013-2022, Schedule B, further requires Council authority to award single/sole source contracts having a value of \$100,000 or more.

Financial Impact

There are no additional financial impacts resulting from the recommendations in this report. The annual estimated cost for parts and sublet services for the vendors in Appendix 1 is \$1,175,000 excluding taxes. Funds for this purpose are available in the existing operating and capital budgets within MFES Capital Assets operating cost center 23001 for Mechanical, 23002 and capital project PN 23252 Replacement of Emergency Response Tools and Equipment for Stores.

Conclusion

Efficient maintenance and repair of the MFES fleet and equipment require the timely availability of quality replacement parts and dealer services. The MFES assets consist of many different types of specialized vehicles and equipment where OEM parts are required to preserve the warranty, to ensure proper fitment and reliable operations. Aftermarket parts are used whenever possible. Specialized repairs are often sublet to OEM vendors when it is more cost-effective to do so, or when specialized equipment and/or dealer resources are required.

Staff recommends that the vendors identified in Appendix 1 be designated as Vendors of Record.

Attachments

Appendix 1: Vendors of Record list

A handwritten signature in black ink, appearing to read "Jodi Robillos", is written over a horizontal line.

Jodi Robillos, Commissioner of Community Services

Prepared by: John Crozier, Deputy, Capital Assets, Fire & Emergency Services Division