



Report
Staff Report
The Corporation of the City of Brampton
6/19/2024

Date: 2024-05-21

Subject: **Request to Begin Procurement – Bus Brake Components and Brake Rotors for Three Year Period**

Contact: Ryan Booth, Director, Operations and Maintenance, Transit

Report number: Brampton Transit-2024-463

RECOMMENDATIONS:

1. That the report from Ryan Booth, Director, Operations and Maintenance, Transit to the Committee of Council Meeting of June 19, 2024, re: **Request to Begin Procurement – Bus Brake Components and Brake Rotors for a Three-Year Period**, be received;
2. That the Purchasing Agent be authorized to begin procurement for Supply and delivery of Bus Brake Components and Brake Rotors for Three Year Period; and
3. That the General Manager, Transit, or designate, be delegated the authority on behalf of the City to execute any necessary Contracts, agreements and or amending agreements, and other documentation as may be required in connection therewith on terms and conditions satisfactory to the General Manager, Transit, or designate and Treasurer in a form acceptable to the City Solicitor or designate.

OVERVIEW:

- **The purpose of this report is to obtain Council authorization to begin procurement of bus brake components and rotors at competitive prices, which in turn will ensure safe and reliable buses available for Transit's vehicle requirements plan.**
- **The awarded Contract amounts are not guaranteed, as Contract shall be established with upset limit and payments issued only on approved service work orders and ordered and delivered parts.**
- **The current Contract expires on August 31, 2024.**

BACKGROUND:

The current contract expires on August 31, 2024 and as per City's Purchasing By-Law, new procurements are required to ensure continuity in service delivery.

Transit Contracts are traditionally established with upset limits and this new Contract will follow the same approach, allowing Transit staff to acquire parts on an as and when required basis.

CURRENT SITUATION:

A new Contract will take effect September 1, 2024. Quantity estimates will be based on historical usage, Transit's anticipated growth over the next two to three years and will factor in the impact of inflation.

Decisions on Contracts duration is influenced by the uncertainty in the marketplace caused by inflation, which limits the ability of the vendor community to maintain firm pricing on multi-year contracts. As a result, the choice of initial term and optional years favours Transit with a shorter-term contract.

If exercised, the optional one-year renewals will be adjusted to reflect inflation, and subject to approval of the annual Transit Operating budget.

CORPORATE IMPLICATIONS:**Financial Implications:**

Sufficient funding for brake components and brake rotors, is available from the Goods and Service inventory account (720000.001). As expenses for these items are incurred, they will be allocated to various Transit Operating accounts. Transit staff will ensure there are sufficient funds available for future years, subject to Council approval.

Purchasing Implications:

A Public procurement process will be conducted, and the lowest compliant bid will be eligible for Contract award.

Purchase approval shall be obtained in accordance with the Purchasing By-law.

All communication with Bidders involved in the procurements must occur formally, through the contact person identified in the Bid Document.

STRATEGIC FOCUS AREA:

This report supports the Brampton 2040 Vision: Living the Mosaic, by achieving the following enhanced strategic priorities:

- **Transit & Connectivity:** Focusing on transportation and a connected infrastructure that is safe, convenient, efficient, and sustainable by enhancing transit services.
- **Environmental Resilience & Sustainability:** Focusing on nurturing and protecting our environment for a sustainable future by enhancing energy and climate resilience.
- **Growing Urban Centres & Neighbourhoods:** Focusing on an economy that thrives with communities that are strong and connected by investing in strategic growth areas.

CONCLUSION:

To ensure continuous maintenance of the City's Transit buses and to meet operational demands, it is recommended that Council authorize the Purchasing Agent to commence procurement, as described in this report.

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