

## CITY OF VAUGHAN

### **EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 27, 2021**

Item 22, Report No.39, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on September 27, 2021.

#### **22. SINGLE SOURCE APPROVAL FOR ANIMAL SERVICES FLEET VEHICLE PROCUREMENT**

**The Committee of the Whole recommends approval of the recommendations contained in the report of the Deputy City Manager, Community Services dated September 14, 2021:**

##### **Recommendations**

1. That Council authorize a single source procurement for the procurement and customization of four (4) Animal Services vehicles;
2. That the project be negotiated with and awarded to Weldexperts Inc.; and
3. That the Director of Procurement Services be authorized to finalize and sign any necessary agreements.

## Committee of the Whole (1) Report

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**DATE:** Tuesday, September 14, 2021

**WARD(S):** ALL

**TITLE:** SINGLE SOURCE APPROVAL FOR ANIMAL SERVICES FLEET  
VEHICLE PROCUREMENT

**FROM:**

Gus Michaels, Interim Deputy City Manager, Community Services

**ACTION:** DECISION

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**Purpose**

To award the procurement of four (4) customized Animal Services vehicles, in support of the Local Off-Leash Dog Area Strategy implementation plan.

**Report Highlights**

- Animal Services requires custom vehicles for use by new staff resources to support the implementation of the Local Off-Leash Dog Area Strategy implementation plan in 2021.
- The total value is projected to be \$512,000.00 (\$128,000.00 per unit).
- Weldexperts Inc. were the successful vendor for the procurement of customized animal services vehicles and have in-depth knowledge of the required specifications, as well as the necessary equipment and tools to complete the project within the required timeline.
- Vaughan Animal Services has sufficient approved budget available to complete this project.

**Recommendations**

1. That Council authorize a single source procurement for the procurement and customization of four (4) Animal Services vehicles;
2. That the project be negotiated with and awarded to Weldexperts Inc.; and
3. That the Director of Procurement Services be authorized to finalize and sign any necessary agreements.

## **Background**

A previous capital project with identical scope was awarded to Weldexperts Inc. in 2019, pursuant to a competitive procurement process (T19-166). The project was completed under-budget and to the satisfaction of the user department as well as Fleet Services Management.

## **Previous Reports/Authority**

The Committee of the Whole report for related Local Off-Leash Dog Area Strategy can be found at the following link:

[CW \(WS\) - Report No. 31, Item 3 \(June 2, 2021\), adopted with amendment by Vaughan Council on June 22, 2021](#)

## **Analysis and Options**

Animal Services requires the procurement of four (4) purpose-built animal transport vehicles; three (3) approved to support the new local off-leash dog area strategy, and one (1) approved through the 2021 budget cycle with a new ARR position.

Under Section 3, Item 3.6 c) of the Corporate Procurement Policy (PS-003): *City Council shall approve the award of contracts where: c) the award is for a Single Source contract and the total cost of the contract exceeds \$100,000.*

A single source award to Weldexperts Inc is aligned with the Corporate Procurement Policy under Section 4, item 4.2.4:

- c) there is a need for standardization or compatibility with goods previously acquired
- f) the ability of a specific vendor to deliver within the requested timeframe
- h) the required goods are to be supplied by a particular vendor having special knowledge, skills, expertise or experience

Having customized the previous Animal Services vehicles, Weldexperts has extensive knowledge in the customization of these specialized vehicles and can deliver the vehicles in an expedient timeline.

A competitive procurement process will result in additional delays to implementation, with a negative impact on service delivery to the public, as these processes have taken 12-18 months previously for final delivery.

## **Financial Impact**

There are no requirements for new funding associated with this report.

## **Broader Regional Impacts/Considerations**

There are no broader regional impacts or considerations with this report.

## **Conclusion**

Given that a satisfactory product built to Fleet Management Services specifications was received within the required timeframe, and that the vendor completed the project under budget, it is recommended to award the procurement and customization of the Animal Services vehicles via a single source to Weldexperts Inc. This will also ensure cost-efficiency, quality and consistency of Animal Services vehicles and shorten project timelines without necessitating additional advance planning and design phases. Due to the limited lead-time for recruitment and implementation of new off-leash dog areas across the City, approval is sought for single source procurement of these vehicles to expedite process and ensure delivery of service.

**For more information**, please contact: Susan Kelly, Manager Animal Services or Gus Michaels, Director By-Law and Compliance, Licensing & Permit Services.

## **Attachments**

None.

## **Prepared by**

Susan Kelly, Manager, Animal Services, ext. 8952.

## **Approved by**



Gus Michaels,  
Interim Deputy City Manager,  
Community Services and  
Director & Chief Licensing Officer,  
By-law & Compliance,  
Licensing & Permit Services

## **Reviewed by**



Nick Spensieri, City Manager