
G.J. Bell International Trucks Ltd. – Blanket Purchase Order

Recommendation

That the Standing Policy Committee on Finance recommend to City Council:

1. That the Administration prepare a blanket purchase order with G.J. Bell International Trucks Ltd. for the repair of heavy trucks and repair parts exclusive to International trucks, for up to the next five years, for an estimated cost of \$200,000 (plus applicable taxes) per year; and
2. That Purchasing Services, Asset and Financial Management Department, issue the appropriate blanket purchase order.

Topic and Purpose

The purpose of this report is to obtain City Council approval of a blanket purchase order for G.J. Bell International Trucks Ltd. (Bell International) for major repairs and supply of repair parts for International trucks.

Report Highlights

1. Bell International is the only authorized company in Saskatoon that provides the required major repairs and parts for International heavy trucks.
2. The Administration recommends the negotiation of a multi-year blanket purchase order with Bell International in order to obtain administrative efficiencies and avoid timely delays.

Strategic Goal

The report supports the long-term strategy of increasing productivity by being more efficient in the way the City of Saskatoon (City) conducts business under the Strategic Goal of Continuous Improvement.

Background

There are 41 International heavy trucks in the City's fleet. The majority of repairs and parts need to be obtained as soon as possible to ensure minimal disruption to civic operations. As identified in the Fleet Services' Customer Service Review (December 2015), Fleet Services is required to have minimum number of trucks available at a moment's notice.

Report

Only Authorized Warranty and Service Centre

Bell International is the only authorized warranty and service centre in Saskatoon for International trucks. These heavy trucks are used for civic operations such as snow removal, street repairs, water and sewer repairs and other emergency situations.

Multi-Year Blanket Purchase Order Recommendation

The Administration is recommending that the City negotiate with Bell International to obtain a multi-year blanket purchase order for Fleet Services. A blanket purchase order will allow for more effective purchasing by reducing the total number of purchase orders

issued each year, and streamlining the process will provide the City with cost savings and efficiencies.

Options to the Recommendation

City Council can choose not to proceed with entering into a blanket purchase order with Bell International and continue with the current process. The Administration does not recommend this option due to the urgent nature of truck repairs, which are often required for emergency repairs to infrastructure such as water mains.

Financial Implications

Costs for repairs to the trucks are funded from Fleet Services' approved operating budget.

Policy Implications

Awarding a blanket purchase order to Bell International is consistent with Section 5.6 (a) and (b) of Administrative Policy No. A02-027, Corporate Purchasing Procedure, regarding vendor's proprietary rights and compatibility with existing equipment and services. Bell International is the only authorized supplier and service centre of International trucks in the Saskatoon area.

Other Considerations/Implications

There are no environmental, privacy, or CPTED implications or considerations. Neither a communication plan or public and/or stakeholder involvement is required.

Due Date for Follow-up and/or Project Completion

If approved, a blanket purchase order will be in place by June 30, 2018 with an option to extend the blanket order for up to four additional years, provided the supplier provides acceptable pricing and maintains status as the sole supplier.

Public Notice

Public Notice, pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Jason Kennon, Fleet Services Maintenance Manager
Reviewed by: Troy LaFreniere, Director of Facilities and Fleet Management
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Kerry Tarasoff, CFO/General Manager, Asset and Financial Management Department
Approved by: Dan Willems, Acting City Manager

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