



# Staff Report

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**To:** Dan Best, Chief Administrative Officer

**From:** Don Giberson, Environmental Services Director

**Date:** May 15, 2017

**Report:** ESD.17.16

**Subject:** Status of Automated Vehicle Location Telematics System Request for Proposals

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## **Recommendation:**

**That** South Huron Council receive the report from Don Giberson, Environmental Services Director Re: Status of Automated Vehicle Location Telematics System Request for Proposals.

## **Background and Analysis:**

The purpose of this report is to notify Council of the status of the Automated Vehicle Location Telematics System (AVL/GPS) Request for Proposals.

A Global Positioning (GPS) fleet tracking system was approved in the 2017 Transportation Services Capital Budget. AVL/GPS systems track and document vehicles carrying out winter maintenance activities to ensure minimum maintenance standards are achieved, customer service is improved and municipal liability is reduced.

The project involves the supply, installation and management of a real time Automated Vehicle Location Telematics System (AVL/GPS), including GPS hardware and system operating software which allows real time vehicle location tracking, sensor inputs, vehicle information, and various winter control equipment activity tracking.

## Status of AVL/GPS Request for Proposals

After approval of the 2017 budget, Municipal Staff became aware of a similar AVL/GPS project by the Huron County Highway Department. An opportunity to partner with the County became available and Municipal Staff agreed to participate in this shared services Request for Proposal.

The Huron County AVL/GPS Request for Proposal includes all South Huron fleet tracking system requirements. There are opportunities for financial savings due the scale of economy by participating in a larger project with the County. However, if it is not financially viable or the project is over budget, the RFP has an opt-out clause for South Huron.

The RFP closes on May 23, 2017 at the Huron County Treasury Department. Municipal Staff will report back to Council on the results of the RFP, as this relates to South Huron, the associated costs and seek approval (if appropriate) to enter into an agreement with the successful proponent.

**Operational Considerations:**

As this report is being presented for information purposes only, no alternatives are presented.

**South Huron's Strategic Plan:**

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process.

The recommendations and actions outlined in this report are reflective of the following strategic objectives:

**Administrative Efficiency and Fiscal Responsibility**

Participating in a shared services RFP can potentially reduce our costs, demonstrating fiscal responsibility.

**Increased Communications and Municipal Leadership**

Communicating information to Council related to this shared services RFP, keeps Council and the public informed.

**Transparent, Accountable and Collaborative Governance**

Public reporting of this shared services RFP, demonstrates commitment to transparent, accountable and collaborative governance.

### Dedicated Economic Development Effort

Informing Council of potential cost saving opportunities, results in increased public confidence; retention/attraction of businesses and economic development opportunities.

### **Financial Impact:**

There are no financial implications for the Corporation resulting from the proposed recommendation.

### **Legal Impact:**

There are no legal implications for the Corporation resulting from the proposed recommendation.

### **Staffing Impact:**

There are no staffing implications for the Corporation resulting from the proposed recommendation.

### **Policies/Legislation:**

1. Highway Traffic Act – Minimum Maintenance Standards
2. Approved 2017 Transportation Capital Budget
3. Procurement By-law #32-2013

### **Consultation:**

Jason Parr, Transportation Services Manager participated in the development of the RFP specifications. Sandy Becker, Financial Services Manager, was consulted regarding the procurement process.

**File or Reference**

E05

**Attachments:**

None

Respectfully submitted,

A handwritten signature in black ink, consisting of a large, loopy 'D' followed by several vertical strokes and a horizontal line at the bottom.

Don Giberson  
Environmental Services Director

I concur with this report.

Dan Best MPA, BA  
Chief Administrative Officer