



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Jason Parr, Transportation Manager**
Date: September 5 2017
Report: TSD.17.09
Subject: Equipment AVL-GPS RFP Results

Recommendations:

That South Huron Council receives the report from Jason Parr, Transportation Services Manager Re: Equipment AVLS-GPS RFP Results;

And That South Huron Council accepts the Request for Proposal for supply of 20 Automated Vehicle Location Units, as submitted by provider, GoFleet Corporation in the amount of \$22,608.02.

Purpose:

The purpose of this staff report is to request that Council authorize the award of a contract to GoFleet Corporation to provide AVLS tracking on the applicable Municipal equipment.

Background and Analysis:

Real Time Automated Vehicle Location and Global Positioning System (AVL/GPS) is a means for automatically determining and transmitting the geographic location of a vehicle. This data, from one or more vehicles, may then be collected by a vehicle tracking system to manage an overview of vehicle fleet. Automatic vehicle locating is a powerful tool for managing fleets of vehicles. It is also used to track mobile assets, such as non-wheeled construction equipment, non-motorized trailers, and mobile power generators.

Another purpose of tracking is to provide graded service or to manage a driver and crewing staff effectively. For example, TSD fleet has an objective of plowing the Municipal roads and exceeding the Minimum maintenance standards set out by the province. Using an AVL system allows inspection/evaluation of the vehicle location, route completion totals, ice control material used, and driver habits. This allows the Municipality to make change to routes, respond to isolated concerns and provides a documented history of what was completed. (meeting the service objective).

The recommended AVL system will provide the Municipality details of driver's routes, driver's actions and driver habits. This will decrease the aspect of relying on operator's memory of detailed work day activities. This protects the driver from liability of a possible situation. This also details the way the driver run the vehicles and the program may show potential cost saving with optimizing equipment routes and operator driving habits.

The reports are able to be exported from the AVL program and will also provide the Municipality with detailed recorded documentation about roadway activities during summer and winter operations. This will allow the Municipality to provide documentation during legal or public inquiries.

The Request for Proposal for the supply of AVL/GPS units was another example of shared services with Huron County. RFP was administered by Huron County and reviewed by a committee of both Huron County and South Huron staff.

The RFP was advertised on Biddingo from April 25, 2017 till the closing date on May 23, 2017 at 2:00pm at the Court House in Goderich. Nine (9) Submissions were received and opened by Mike Hausser Manager of Public Works Huron County as witnessed by, Walter Johnson, Fleet Manager Huron County, and Don Giberson Environmental Services Director.

Operational Considerations:

Alternatives available for consideration:

1. Alter the proposed recommendation by decreasing the number of units supplied by the provider. This alternative is not recommended as it opens the municipality to possible liability as certain vehicle will not be equipped with AVL and therefore vehicle and work completed is not documented properly.

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

Increased Communications and Municipal Leadership

Transparent, Accountable and Collaborative Governance

Financial Impact:

The costs associated with purchase Vehicle AVL System is within the current 2017 Capital Budget. The allocated budget for the supply, install and management, of the previously noted vehicle units with an AVL equipment is \$25,000. This approval has both a capital and operational component as there will be yearly charges upon acceptance of this supplier. The preferred provider is GoFleet Corporation with a submission of \$22,608.02 against the capital budget and \$6,507.74 per year to the operating budget. Impact to the 2017 operating budget will be for approximately 3 months and this cost was included in the original budget.

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. Procurement of Goods and Services Policy
2. Approved Transportation Capital and Operating Budget

Consultation:

Don Giberson – Environmental Services Director

Sandy Becker - Manager of Financial Services/Treasurer

Related Documents:

2017-09-05 FINAL Cost-Equip List for AVL RFP

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'JP', is written above the name Jason Parr.

Jason Parr, Transportation Manager