



City of  
**Peterborough**

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**To:** Members of the General Committee

**From:** Cynthia Fletcher  
Commissioner of Infrastructure and Planning Services

**Meeting Date:** September 7, 2021

**Subject:** Report IPSTR21-015  
Award of Non-Standard Procurements for Transit Equipment

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## Purpose

A report to recommend the award of non-standard procurements for Intelligent Transportation Systems (ITS) equipment and new fareboxes for transit buses.

## Recommendations

That Council approve the recommendations outlined in Report IPSTR21-015 dated September 7, 2021, of the Commissioner of Infrastructure and Planning Services, as follows:

- a) That a Non-Standard Procurement for the supply of 12 transit fareboxes be awarded to Garival, 2105 Le Chatelier, Laval, Quebec H7L 5B3 at a cost of \$320,400.00 plus \$41,652.00 HST for a total cost of \$362,052.00; and
- b) That a Non-Standard Procurement for the supply of ITS equipment for 14 transit buses be awarded to Strategic Mapping Inc., 2345 Yonge Street, Toronto, Ontario M4P 2E5 at a cost of \$256,506.00 plus \$33,345.78 HST for a total cost of \$289,851.78; and
- c) That Garival and Strategic Mapping Inc. be considered as vendors of record for new or replacement fareboxes or Transit ITS equipment, respectively, and that future purchases be considered as Exempt Purchases under Appendix B B.1.3 (I) of the Purchasing By-law 18-084.

## Budget and Financial Implications

The total project costs, net of the HST rebate, are set out in Table 1.

**Table 1: Project Costs**

Line	Description	Amount
1	Supply of 12 Odyssey Fareboxes	\$320,400.00
3	HST Payable by the City	\$ 5,639.04
4	Supply and Installation of ITS equipment for 14 buses	\$256,506.00
5	HST Payable by the City	\$ 4,514.51
5	<b>Total Costs</b>	<b>\$587,059.55</b>

The total estimated project cost of \$587,059.55, net of HST rebate, can be accommodated within the uncommitted balances of the previously approved 2020 capital projects summarized in Table 2.

**Table 2: Project Funding**

Line	Description	Funding Allocation
1	New Transit Buses – 2020 Capital Budget (ref 5-16.01)	\$ 462,567.08
2	Conventional Bus Replacement – 2020 Capital Budget (ref 5-16.02)	\$ 124,492.47
5	<b>Total Costs</b>	<b>\$587,059.55</b>

## Background

### Purchase of Transit Vehicles

The approved 2020 Capital budget for Transit included two projects intended for the purchase of transit vehicles for the fleet, with 76% of the costs funded through the Investing in Canada Infrastructure Program (ICIP) - Transit stream. Following approval of the 2020 Capital Budget, Administrative Staff Committee awarded the following contracts for the supply of new transit buses:

- Report IPSTR20-021 – Supply of 3 Conventional 40 foot buses for the Bus Replacement Program – to replace older vehicles in the fleet.

- Report IPSTR20-014 – Supply 3 Conventional 40 buses for the Bus Expansion Program – to acquire new vehicles for the fleet
- Report IPSTR20-034 – Supply 8 Community Bus vehicles for the Bus Expansion Program – to acquire new vehicles for the fleet

The 14 buses will all be delivered by September 2021, and each bus needs to be outfitted with fareboxes and ITS equipment before being put into service. All 14 of the vehicles will require ITS equipment to be installed, but two of the fareboxes from the replacement buses can be redeployed to the vehicles, reducing the total number of new fareboxes to 12.

### **Procurement of New Fareboxes**

Council at its meeting of April 12, 2010 approved Report USTR10-002, which awarded Garival (Genfare Distributor) the contract for the Supply, Installation and Warranty of sixty Odyssey 36 inch electronic fareboxes for the Transit fleet. Since 2010, Garival has been the sole source supplier of new fareboxes, has serviced the existing fareboxes, and been the supplier of parts to maintain compatibility with existing equipment installed on the transit fleet. The electronic fareboxes accept cash and passes and have built in software to record the overall ridership boarding each bus, which is regularly downloaded and forms the basis for our reporting of annual ridership.

The new fareboxes for these buses must be compatible with the rest of the transit fleet and use the same components, parts and software. This compatibility is only available from the supplier of the existing system.

### **Procurement of Transit ITS Equipment**

Council at its meeting of June 11, 2018 approved Report IPSTR18-014 which awarded a contract to Strategic Mapping Inc. for the Supply, Installation and Warranty of an Intelligent Transportation System (ITS) for Peterborough Transit buses. Equipment and services purchased under this contract are progressing well and it is anticipated that the new system will be fully operational by the first quarter of 2022.

The ITS system includes a number of system components that need to be installed on all transit buses in the fleet, including the Automatic Vehicle Location System, the Next Stop Announcement System hardware and signs, an On-board computer system, Mobile Display Terminal for the driver, Automatic Passenger Counters for all doors, and associated equipment and cabling to connect all of the on-board devices. The ITS system provides improved reliability for transit services, provides accessibility features such as stop announcements and pre-boarding announcements, and will improve customer service with real time updates of bus arrival times delivered to customers on their smart phones or personal computers.

The ITS equipment to be installed on new transit buses must be compatible with the rest of the transit fleet and use the same components, parts, and software to operate properly. This compatibility is only available from the supplier of the existing system.

## **Recommended Suppliers**

Garival (Genfare Distributor) 2105 Le, Chateiler Laval, Quebec H7L 5B3 is the recommended supplier of new fareboxes to ensure the new equipment is compatible with the fareboxes on the rest of the transit fleet. The existing fareboxes on the current transit fleet have been working well and Garival has provided good support for their product.

Strategic Mapping Inc. is the recommended supplier for the ITS equipment to ensure that the new ITS equipment installed on the new buses is also compatible with the equipment on the rest of the transit fleet and the software used to operate the ITS system. Strategic Mapping Inc. has provided good support for the existing stop announcement system already installed on conventional buses and is finalizing the ITS System deployment.

## **Non-Standard Procurement**

Section 10.4 of the City's Purchasing By-law 18-084 typically requires a competitive procurement process be undertaken where the value of the goods and/or services is expected to exceed \$100,000.

Section 11.3.2 of the City's Purchasing By-law 18-084 permits a non-competitive procurement where: (c) there is a need for continuity or compatibility with existing deliverables, and it is in the best interest of the City to proceed with a Non-Standard Procurement. The City Treasurer has considered this matter and is in agreement with a non-competitive procurement for the electronic fareboxes and ITS equipment as described in this report.

Given the routine nature of these types of purchases for any new buses purchased, it is recommended that both Garival and Strategic mapping Inc. be considered as vendors of record for the purchase of new transit fareboxes and ITS equipment, respectively. This would apply so long as this equipment continues to meet the needs of the City and performs well. If a replacement of this type of equipment were to be contemplated in the future, a competitive procurement process would occur to select a new vendor of record.

Appendix B of the City's Purchasing By-law 18-084 lists expenditures that are exempt from the purchasing by-law requirements. The list of exempt purchases under Section B.1.3 (l) includes "Annual maintenance, support or equipment parts / supplies for software or hardware that is only available through a sole source." Given the need to ensure that any new fareboxes or ITS equipment purchased for new buses is compatible with existing hardware and software on the rest of the transit fleet, it is proposed that these items would be consistent with the existing exemptions within the by-law.

## **Council Approval Required**

Chart 2, Section a) iv) of Appendix A of the Procurement By-law 18-084 indicates Council must approve a non-standard or limited competition procurement when the value is at or above \$100,000.

## **Timelines**

If the recommendations are approved, the procurement will be confirmed via purchase orders before the work commences. Delivery and installation of the new equipment will be completed within 10-12 weeks, which will allow for the buses to be put into service in early 2022.

## **Summary**

The City awarded contracts in 2020 for the supply of 14 transit vehicles, all of which are being delivered by the fall of 2021. Each vehicle needs to be outfitted with an electronic farebox and various ITS equipment before being put into service. Sufficient funding exists within previously approved capital budgets for the equipment needed to outfit the buses. Through previous competitive procurement process, vendors were selected to provide this equipment on the current fleet at the time of each procurement. To ensure compatibility with equipment on existing buses and associated software that operates these systems, it is in the best interest of the City to proceed with a Non-Standard Procurement for this equipment and for these vendors to be considered as "Vendors of Record". For future purchases, it is proposed that this equipment be considered as an exempt purchase under the purchasing by-law.

Submitted by,

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Commissioner of Infrastructure and Planning Services

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