

MANAGEMENT REPORT

Date: August 11, 2025
To: Mayor and Council
From: Michael Mousley, Manager of Transit
Report Number: COU25-098
Attachments: None

Title: New Mobility Bus Tender Award

Objective: To authorize the award of RFP-2025-45 for the supply and delivery of two (2) High Floor Mobility Buses.

Background: At present, Stratford Parallel Transit has five mobility buses to run the City's mobility service. The age of these units are 2013, 2015, 2019, 2021, and 2022. The 2013 unit needs to be replaced as it has gone past its life expectancy and is now becoming costly to keep in service. The existing 2013 mobility bus has been identified through data driven condition assessments and lifecycle analysis as being at the end of its useful life and currently exists with functional limitations.

The second mobility bus is an expansion vehicle approved in the 2025 budget, which will enable us to provide increased service along with flexibility for the future as demands for mobility service continues to escalate.

Analysis: On Tuesday June 3, 2025, RFP-2025-45 was posted on the City's website and closed on Monday June 30, 2025, at 2:00 p.m. A total of 2 (two) proposals were received from the following organizations in response:

- Overland Custom Coach
- Girardin Ontario Inc.

Proposals were evaluated on the following criteria:

- Compliance of Specifications
- Delivery
- Warranty and Maintenance Support
- Value Added
- Financial Proposal

Following an assessment of the first four categories, the bidders with marks greater than fifty out of seventy-five were moved into the final assessment phase, in which pricing was separately factored and assessed according to the City's matrix. The top proponent's references were then checked, and the committee selected Girardin Ontario Inc.

Girardin has many years of experience in the industry which includes school bus builds of various sizes. Girardin met all the specifications set by the city and was \$61,000 less costly than the other bidder.

Financial Implications:

Financial impact to the current year operating budget:

The project is funded two-thirds from ICIP -federal and provincial - (Project STR-21), and one-third from municipal sources. The Municipality may fund their share from Provincial Gas Tax grants that are received annually, so this project has no local tax levy implications.

Financial impact on future year operating budget:

Annual general maintenance costs are not quantified at this time but are expected to be nominal as these units come with a 5-year warranty.

Link to asset management plan and strategy:

This project directly supports the City's Asset Management Plan and Strategy by proactively investing in the renewal and right-sizing of municipal transit fleets to meet current and projected service levels.

Procuring a new, purpose-built vehicle ensures the City can continue to deliver reliable, and efficient specialized services, in alignment with existing levels of service objectives and asset replacement recommendations.

Because the City has relied entirely on federal and provincial funding sources for these assets, there is a risk that service delivery is compromised and/or financial risks to maintain service levels if future funding streams are reduced or eliminated.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report aligns with this priority as this project supports the City's strategic commitment to sustainable infrastructure, operational efficiency, and informed decision-making based on asset performance data and long-term financial planning.

Alignment with One Planet Principles:

Travel and Transport

Reducing the need to travel, encouraging walking, cycling, and low-carbon transport.

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Staff Recommendation: THAT the proposal (RFP-2025-45) for the supply and delivery of two (2) High Floor Mobility Buses be awarded to Girardin Ontario Inc. in the amount of \$345,600.10 (including HST).

Prepared by: Michael Mousley, Manager of Transit

Recommended by: Tim Wolfe, Director of Community Services

Adam Betteridge, Interim Chief Administrative Officer