

TO: CHIEF ADMINISTRATIVE OFFICER **DATE:** 2023 March 15

FROM: DEPUTY CHIEF ADMINISTRATIVE OFFICER & CHIEF FINANCIAL OFFICER **FILE:** 5820-20
Reference: RFP #33-01-23

**SUBJECT: CONTRACT AWARD
TWENTY SEVEN SUBCOMPACT CROSSOVER SUV ELECTRIC
VEHICLES**

PURPOSE: To obtain Council approval to award a contract for the supply and delivery of twenty seven subcompact crossover SUV electric vehicles for various City departments.

RECOMMENDATION:

1. **THAT** Council approve a contract award to TransCan Leasing Corporation for an estimated total cost of \$1,276,521.00 including GST and PST in the amount of \$136,770.00 as outlined in this report.

REPORT

Two submissions following a Request for Proposals (RFP) were received by the closing time on 2023 February 23. The work of this contract includes the supply and delivery of twenty seven (27) 2023 Chevrolet Bolt EUV LT. Based on the RFP's evaluation criteria of quality, features, performance and service, TransCan Leasing Corporation received the highest overall scoring. The estimated delivery schedule is from 2023 September 01 to 2023 November 30. Given the global supply chain challenges, TransCan Leasing Corporation advises that the vehicles may not be delivered at the same time and there is a possibility that some 2023 models will be converted to 2024 models dependent upon availability at time of ordering and delivery. There may be Provincial and Federal rebate opportunities available at time of ordering. City staff will work with TransCan Leasing Corporation to secure all applicable rebates.

TransCan Leasing Corporation has not provided units to Burnaby in the past; however, review by City staff indicates the contractor has the necessary equipment and personnel to successfully complete the work required under this contract. The General Manager Engineering, General Manager Parks Recreation and Culture and Chief Librarian concur with this recommendation.

To: Chief Administrative Officer
From: Deputy Chief Administrative Officer & Chief Financial Officer
Re: Contract Award
Twenty Seven Subcompact Crossover SUV Electric Vehicles

2023 March 27Page 2

Funding for this project will be included in the 2023 – 2027 Financial Plan under WBS elements CBZ.0013 (\$225,900), ENZ.0078 (\$90,400), ENZ.0082 (\$225,900), ENZ.0085 (\$225,900), ENZ.0087 (\$90,400), ENZ.0089 (\$225,900), DPZ.0032 (\$90,400) and ADZ.0005 (\$45,200).

A handwritten signature in black ink, appearing to read 'Noreen Kassam', is positioned above the typed name.

For Noreen Kassam, CPA, CGA
DEPUTY CHIEF ADMINISTRATIVE OFFICER
& CHIEF FINANCIAL OFFICER

NK:GC:ML/ew:kl

Copied to: General Manager Engineering
General Manager Parks Recreation and Culture
Chief Librarian