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# Staff Report

## Fire Services

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**Report To:** Committee of the Whole  
**Meeting Date:** May 15, 2017  
**Report Number:** FAF. 17. 64  
**Subject:** Request for Budget increase to Purchase RTV Trailer  
**Prepared by:** AJ Lake

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### A. Recommendations

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THAT Council receive Staff Report FAF.17.64 "Request for Budget increase to Purchase RTV Trailer";

AND THAT Council authorize a budget increase for \$3,026.55 for the purchase of a trailer to transport the Rough Terrain Vehicle as specified in the Form of Tender 2017-26-T-COR, Part 2, for the Fire Department, with the increase to be funded from the Fire Equipment Reserve.

### B. Overview

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The budgeted amount did not include sufficient funding to permit the purchase of a trailer.

### C. Background

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As part of the 2017 Budget process, the Fire Department proposed the purchase of a Rough Terrain Vehicle (RTV) that will be utilized for various purposes at emergency responses. The RTV is approximately 2,300 pounds, 12 feet long and 5 feet wide. The vehicle will be towed to incidents utilizing one of the 4 Department utility vehicles. The project had a budget of \$27,000.

The RTV was included in a recent Tender process for the purchase of 2 new RTV's with Wastewater Services. The low bid amount was \$25,476.55, not including any provisional items. The trailer to carry the RTV requires brakes. Extensive costs will be associated with retrofitting current Fire Department vehicles to tow the trailer with electric brakes as quoted in provisional items of Tender 2017-26-T-COR. A trailer equipped with surge brakes will be more cost effective and has been quoted at \$4,550; this leaves a budgetary shortfall of \$3,026.55.

In consultation with the Finance Department it has been suggested that the shortfall be funded from the Fire Equipment Reserve.

## **D. Analysis**

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This vehicle will be transported via trailer. Due to the vehicle's weight, and to remain compliant with Ministry of Transportation Safety requirements, the supplier has recommended a trailer as configured in their bid. The trailer equipped with surge brakes can be towed behind any of the 4 utility vehicles within the Fire Department fleet.

## **E. The Blue Mountains Strategic Plan**

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Goal #5: Ensure Our Infrastructure is Sustainable

## **F. Environmental Impacts**

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None

## **G. Financial Impact**

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The approved budget amount for this project was \$27,000, due to the requirement of a trailer the tender cost has come in at \$30,026.55 a difference of \$3,026.55. Staff are recommending that the \$3,026.55 be funded from the Fire Equipment Reserve.

## **H. In consultation with**

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Sam Dinsmore, Deputy Treasurer/Manager of Accounting and Budgets

Serena Wilgress, Manager of Purchasing

## **I. Attached**

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Respectfully submitted,

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AJ Lake  
Deputy Chief

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Rob Collins  
Fire Chief

For more information, please contact:

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