



NIAGARA REGIONAL POLICE SERVICE

Police Service Board Report

PUBLIC AGENDA

Subject: Award of Formal Procurement T29-2024 Specialty Equipment for Service Vehicles

Report To: Chair and Members, Niagara Police Service Board

Report Date: 2024-05-17

Recommendation(s)

That the Niagara Police Service Board (Board) award the contract to purchase specialty equipment installed in Niagara Regional Police Service (Service) vehicles for a maximum of \$400,000.00 CAD, including HST, to Lightning Equipment Sales Inc. under the formal procurement bid contract T29-2024.

Key Facts

- The purpose of this report is to seek Board approval to award the specialty equipment installed in Service vehicles to Lightning Equipment Sales Inc. the successful vendor of the T29-2024 bid contract.
- Police Service vehicles require a range of specialty equipment to complete the build of the vehicle once it has been received from the manufacturer. Examples of the equipment would be light bars, prisoner barriers, and control boxes.
- A formal procurement was tendered through the Regional Municipality of Niagara for a contract term of 18 months with a 1 year optional add-on. There were 2 bidders: MJS Automotive and Lightning Equipment Sales Inc., which met the bid specifications with the lowest bid being that of Lightning Equipment Sales Inc.
- As per Board By-Law 412-2024 Financial Reporting, Control and Procurement of Goods and Services in the Niagara Regional Police Service, this tender is valued greater than \$250,000.00 CAD and therefore the bid award and execution of the purchase order requires Board approval.

Financial Considerations

As per Board By-Law 412-2024, any contractual agreements awarded through a formal procurement bid process with a contract value greater than \$250,000.00 CAD requires Board approval.

Subject to Board approval, the Service will award the purchase of specialty equipment installed in Service vehicles to Lightning Equipment Sales Inc. to a maximum of

\$400,000.00 CAD, including HST, which will be charged against the 2024 Vehicle Replacement Capital Project (#20001977).

The Board approved \$1,597,300.00 CAD Vehicle Replacement Capital Project (#20001977) during the 2024 Capital Budget.

Analysis

Written procedures regarding procurement for the Service are provided by Board By-Law 412-2024.

Police Service vehicles require a range of specialty equipment to complete the build of the vehicle once it has been received from the manufacturer. Examples of the equipment would be light bars, prisoner barriers, and control boxes. Historically the Service has solely sourced this purchase year over year with an average spending of \$250,000.00 CAD per year.

Upon review of the market and the introduction of more vendors, the decision was made that a sole source was no longer justifiable and therefore a formal procurement was tendered through the Niagara Region. There were two formal bids that met specification with the lowest bid being that of Lightning Equipment Sales Inc.

- The contract term for the award is 18 months with a 1 year optional add-on.
- There were 2 formal bids for this procurement: MJS Automotive and Lightning Equipment Sales Inc.
- The scoring parameters for this procurement were based on the lowest price.
- Lightning Equipment Sales Inc. submitted the lowest overall pricing.
- The procurement value is for \$400,000.00 CAD over 18 months, there is no obligation on the part of the Service.

Alternatives Reviewed

All formal bids for this procurement were reviewed and a recommendation was provided to the Service by the Niagara Region procurement team.

Relationship to Police Service/Board Strategic Priorities

The Service is compliant with the requirements as set out in Board By-Law 412- 2024, a By-Law to Regulate Financial Reporting, Control and Procurement of Goods and Services in the Niagara Regional Police Service.

Relevant Policy Considerations

Board By-Law No. 412-2024 a By-Law to Regulate Financial Reporting, Control and Procurement of Goods and Services in the Niagara Regional Police Service.

Other Pertinent Reports

Not applicable.

This report was prepared by Stephen Harman, Materials Manager, Fleet Services; in consultation with Laura Rullo, Manager, Finance Unit. Recommended by Luigi Greco, Deputy Chief, Support Services.



Submitted by:

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Chief of Police

Appendices

Not applicable.