



**SUBJECT: Metrolinx Multi-year Governance Agreement**

**TO: Community Planning, Regulation & Mobility Cttee.**

**FROM: Transit Department**

Report Number: TR-05-20

Wards Affected: All

File Numbers: 770-10

Date to Committee: September 15, 2020

Date to Council: September 28, 2020

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**Recommendation:**

Authorize the Mayor and City Clerk to sign the Multi-year Governance Agreement with Metrolinx, for the period ending March 31, 2024, with an option to extend until March 31, 2029 subject to the satisfaction of the Executive Director of Legal Services and Corporation Counsel; and

Authorize the Manager of Procurement Services to execute future purchases covered by the Multi-year Governance Agreement in accordance with applicable city purchasing policies and by-laws; and

Authorize the Transit Maintenance Manager to be appointed to the Project Steering Committee and the Director of Transit to be appointed as an alternate, as outlined in the Multi-year Governance Agreement.

**PURPOSE:**

**Vision to Focus Alignment:**

- Improve integrated city mobility

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**Background and Discussion:**

In an effort to streamline the administration process, Metrolinx, with the participation of other Ontario municipal transit providers, created a Multi-year Governance Agreement to cover the joint procurement of transit buses and related goods and services. From

2013 to 2020, Burlington Transit, along with 48 other municipalities, has participated in the joint procurement of buses. Since 2006, the Transit Procurement Initiative (TPI) has made 22 joint procurement awards worth over \$708 million. These procurements include 1,765 vehicles, 356 video systems and 180 ITS/AVL. These procurements have yielded over \$29 million in savings for the participating municipalities.

The primary purpose of the new agreement, Appendix “A” of this report, governs the process and responsibilities of each participating party for future joint procurements and sets the relationship between the municipal partners and Metrolinx.

Key components of the Multi-year Governance Agreement include:

- A set agreement term to March 31, 2024;
- The potential for an extension for five years to March 31, 2029;
- Establishment of a Steering Committee, with representation from each participating agency, to make recommendations to Metrolinx on the issuance of procurements and related master agreements, and approve technical specifications, scope of work and related procurement schedules;
- Master agreement with successful supplier, by commodity, for term of contract;
- Optional participation for each procurement/master agreement;
- Collaborative process for the development of technical specifications;
- Competitive bid process in accordance with provincial procurement policies; and,
- Contract award based on highest proposal evaluation score.

Advantages of participating in the joint procurement facilitated by Metrolinx include;

- Favourable pricing due to economies of scale;
- Technical standardization across transit providers;
- Improved market response and product support;
- Collaborative municipal purchasing;
- Ongoing information sharing amongst transit providers.

## **Strategy/process**

Request for proposals will be facilitated by Metrolinx to ensure an open and competitive bid process is followed, utilizing provincial government procedures. Vendor submissions will be reviewed by a committee of municipal representatives, including City of Burlington staff and Metrolinx.

Following the approval of the Steering Committee, Metrolinx would execute a Master Agreement with the successful supplier, by commodity, for the term of the specific agreement. Following the issuance of a Master Agreement, each participant would enter

into individual purchase agreements with the successful supplier through their Purchasing departments. Transit staff will continue to report to Council seeking approval of purchases in accordance with city policies and by-laws.

### **Options Considered**

The other option would be for the City of Burlington to prepare their own tender. This option would require greater staff involvement from Purchasing, Legal and Transit with no guarantees that a better price would be negotiated.

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### **Financial Matters:**

Not Applicable.

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### **Climate Implications**

Not Applicable.

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### **Engagement Matters:**

There are no public engagement matters associated with this report.

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### **Conclusion:**

Participation in the joint procurement for transit buses and related goods and services provides significant value to the City of Burlington, both in capital costs and administrative savings. It is therefore recommended that the Multi-year Governance Agreement be signed by the Mayor and City Clerk to allow the city to participate in future purchases facilitated by Metrolinx for transit goods and services.

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Respectfully submitted,

Sue Connor

Director of Transit

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**Appendices:**

- A. Multi-year Governance Agreement for Joint Procurements Facilitated by Metrolinx, 2019-2024.

**Report Approval:**

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Council. Final approval is by the City Manager.