



Date: January 9, 2023  
To: Colin Smith, CAO  
From: Annette Crummey, Director of Corporate Services/Town Clerk  
Re: RFP 2022-35 – Accessible Transportation Services

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An RFP for the provision of the Town's subsidized Accessible Transportation Services was issued and a total of two submissions were received, one from Wheels on Wheels Inc. and the other from The Wheelchair Guy Inc. The submissions were reviewed by Annette Crummey and Martin Dubé, Facilities Coordinator, and scored on the following criteria:

Criteria	Percentage
<i>Technical:</i>	
Qualifications and Experience of Company & Drivers	30%
Vehicles Used and Preventative Maintenance Program	20%
Overall clarity, completeness of proposal and demonstrated understanding and importance of the proposed service	10%
<i>Financial:</i>	
Fee Proposal	40%

Based on the graded criteria, Wheels on Wheels Inc. had a score of 81 and The Wheelchair Guy scored 74.

With the higher score, Wheels on Wheels propose to provide the service based on a cost of \$13.00 per one way trip within Riverview, and \$16.00 per one way trip to/from Moncton and Dieppe. There is also a clause in the contract that states when the price of gas is over \$1.80 per litre on the last day of the month, the base rate for that month will increase by \$.10 for every \$.05 above the \$1.80 per litre price. The contract will have a term of 3 years, commencing on the 1<sup>st</sup> day of February, 2023 and concluding on the 31<sup>st</sup> day of January, 2026.

Staff recommends the RFP for Accessible Transportation Services be awarded to Wheels on Wheels Inc. and that the Mayor and Town Clerk be authorized to sign all related documentation.

Annette Crummey, Director of Corporate Services/Town Clerk

I agree with the above mentioned recommendation.

Colin Smith, CAO