

REQUEST FOR PROPOSALS:

**Food Delivery Vehicle
Maintenance Agreement**



Please submit your proposals by April 22nd, 2021

Project Definition

To acquire a late model mini-van or light cargo van to distribute donated food throughout the 8,000 square mile region of Bruce/Grey. Currently the 50+ organization rely on an adhoc network of volunteer senior citizens using their own vehicles. The network has also delivered more than 7,000 meals to vulnerable community members who are temporarily living in local motels.

We will also use the vehicle for Food Rescue pickup's from our community partners and transport the rescued food to a central distribution hub for further re-distribution.

Introduction

The United Way of Bruce Grey is a critical community convener that mobilizes its partners – including business, labour, community leaders, government and community residents – to create opportunities for a better life for everyone in our community.

Not all have an equal opportunity to create a vibrant life. Many struggle to achieve a sustainable livelihood because they have vulnerabilities that place them at risk, and face significant barriers in accessing opportunities and support. Recognizing this, the United Way of Bruce Grey relies on the support of the community to help the most vulnerable. We have a number of specific programs, such as Utility Assistance Program and the Backpack Program. We also support community organizations with expertise in poverty related areas, such as nutrition programs for schoolchildren; support for abused women; food insecurity through support of food banks, meal programs, and community gardens; youth at risk, and seniors. Helping to alleviate food insecurity, particularly throughout the pandemic has revealed significant logistical gaps in our regional food network, especially with our rural partners.

The need for this vehicle and program is immediate. We would like to have a vehicle and maintenance agreement in place by April 30, 2021.

Project History

The United Way of Bruce Grey has been funding and supporting methods of alleviating food insecurity since our establishment in 1998. We have provided financial support for many of the 50+ food organizations within our boundaries as well as building collaborative relationships with

all of these organizations. In 2020, more than 50% of our programming budget supported these organizations and those people suffering from food insecurity.

In 2020, we were able to utilize Habitat for Humanity's inactive drivers to support the transport of food and supplies to the network of food organizations. In addition, through a partnership with the YMCA and our local community meal program we implemented a meal delivery program to two area motels, which provided over 7,000 hot meals. As of March 31st, 2021, this temporary but very effective team lost the services of Habitat for Humanity as they resumed construction of eight new homes, leaving us to fill the gap. We have a reliable driver on our team; we need to provide a vehicle to make the service a reality.

Requirements

The vehicle RFP-421-1 should meet the following

1. **SPACE** – To maximize cubic foot capacity, ideally the storage space should be a minimum of 55 x 74 x 36 inches unobstructed.
2. **CARGO CAPACITY** – The suspension should be able to handle an internal weight of 1200 lbs of food containers.
3. **FUEL ECONOMY** – As a minimum requirement we need 25 mpg with 1000 lbs of food
4. **WARRANTY** – Bumper to bumper factory warranty
5. **BUY LOCAL** – An Owen Sound or Bruce/Grey dealer and servicing garage
6. **OWN OR LEASE** – Leasing is the preferred choice but not the only choice.
7. **AGE** – Ideally a lease on a vehicle 2 years old or less with less than 50,000 km as a starting point.
8. **RUST PROTECTION** – The vehicle must be rust protected.
9. **COLOUR** – Unimportant;
10. **MAKE and MODEL** – Unimportant, except for the vehicle should be a common type for insurance and the ease of repairs and maintenance. Preference is given for North American brands.
11. **SEATING** – Unimportant; however, seats should be “store and go”.
12. **TIRES**: 4 snow tires and 4 all season tires mounted on rims

Sponsorship and decaling opportunity. Support for this project can be acknowledged with vehicle decaling and cross promotional opportunities that can occur by partnering with your United Way to assist with food insecurity issues in our community.

We have a vehicle budget of \$14,000 for the 2-year life of the program.

Service Agreement

The service agreement (RFP-421-2) should include the following

1. Regular service according to the vehicle's maintenance requirements
2. Provision of a "loaner" vehicle while servicing or repairs are being completed
3. Twice yearly tire change over
4. Two year contract

The maintenance budget is \$3,000 for the 2-year life of the program.

Selection Criteria

The winning proposal will be:

- ✓ Based in Bruce/Grey
- ✓ Meet base budget, vehicle size and general criteria
- ✓ Vehicle age
- ✓ Vehicle kilometers

Please submit your proposals by April 22nd, 2021

Proposals can be emailed to:

Francesca Dobbyn, Executive Director
execdir@unitedwaybg.com

For questions about this RFP or more information please call 519-376-1560 and speak to Francesca Dobbyn or Paul Wagenaar.