

Fleet Procurement Process

Note that the typical time frame to procure a pumper truck is about 18 months, while a platform may take upwards of 22 months. These time frames are beyond the request for proposal submission, which may take 3-4 months alone to construct, review and approve.

In addition to the requirements of the Town of Cobourg's Purchasing Policy By-law 016-2012 (and amending by-law No. By-law 094-2014 for accessibility standards), the procurement of a fire truck may also include any of the following elements.

Fire Department RFP Requirements	In order to ensure a new fire vehicle conforms with fire department service standards, the following RFP requirements must be met: 1. The dealership must be licensed to sell vehicles in Ontario; 2. The dealership shall have 24 hr/day factory trained and authorized service technicians trained in servicing and maintenance of the fire vehicle offered; 3. The dealership service centre shall have a minimum of one FULLY equipped service vehicle which will carry spare parts and repair equipment needed to work on the fire department's vehicle; 4. Fire vehicle manuals are to include, but not limited to, chassis manual, wiring, hydraulic diagrams and lubrication charts; 5. The dealership must provide a complete manufacturer's record of fire vehicle construction details including vehicles' actual weights; 6. Written documentation indicating that the fire vehicle is in compliance with applicable regulations such as the <i>Highway Traffic Act</i> (Ontario) and the Canadian Motor Vehicle Safety Standards. 7. Written documentation that the fire vehicle meets the requirements of National Fire Protection Association 1901-2009 and has passed the testing requirements of CAN/ULC-S515; and 8. A factory trained and authorized delivery engineer who shall instruct designated Cobourg Fire Department staff.
Contract and Order Review	This step details the product and features required by the fire department. This includes critical information such as mission and use of the vehicle, pump size, tank size, aerial reach, overall height and length restrictions, and other critical needs. The specification also includes responsibilities for the bidder including submission dates, question periods, penalties, delivery and insurance requirements. An approval drawing is typically created to give a visual representation of the vehicle configuration priced. The approval drawing is then passed to several engineering groups for review in the event they need clarification on specific build requests. The engineering team may offer suggestions or recommendations to the dealer and customer on layout, component or system selection.
Approval Package and Pre-Construction Visit	After the order is submitted, there can be an approval or pre-construction meeting to verify and finalize the details of the vehicle order. Subject matter experts may be included to speak with fire department representatives about design considerations and system specifications. Therefore this meeting may include reviewing the sales drawings and layout to finalize the features, paint codes, major components, system requirements, and to answer questions. The final approval drawings are marked with changes if required, and the finalized order details are confirmed by all parties involved.
Detailed Engineering	Before any fire vehicle manufacturing can begin, the final design and drawings must be reviewed and approved by the vendor engineering team. This process ensures the compatibility of all bid specifications, confirms the operational functionality of added components and systems, and creates a manufacturing timeline with detailed work instructions and assembly prints.
Manufacturing	At the completion of the detailed engineering phase, vendor representatives provide the dealer and customer with a final order showing all compatible options, the final configuration and a detailed construction timeline to meet the requests outlined in the bid specification and approval package.
Final Inspection	When vehicle manufacturing is complete, an evaluation is performed which confirms that each item detailed in the order is both functioning correctly and precisely crafted to the required specifications.