



**The Corporation of the
City of Sault Ste. Marie**

C O U N C I L R E P O R T

March 23, 2026

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Karen Marlow, Manager of Purchasing
DEPARTMENT: Corporate Services
RE: Third Party Transportation Services – Transit Division

Purpose

The purpose of this report is to obtain Council approval to award the provision of Third Party Transit Transportation Services – Wheelchair Accessible and Ambulatory Service Vehicles for a three year period commencing May 1, 2026, with the option to extend up to an additional two years by mutual agreement, as requested by Transit and Parking Division.

Background

The Request for Proposal was publicly advertised and notification provided to all firms on the bidders list. Proposals were required to be submitted for consideration no later than 4:00 p.m. on February 18, 2026.

Analysis

A single proposal was received from the incumbent prior to closing date:

- 1972699 Ontario Inc. o/a UCAB, Sault Ste. Marie, ON

The proposal received has been evaluated by a committee comprised of the Director of Community Services, the Accessibility Coordinator and staff from the Transit and Parking Division. It is the consensus of the Evaluation Committee that UCAB be awarded the services. UCAB is the incumbent provider of the requested wheelchair accessible and ambulatory vehicle services, and Transit staff is extremely satisfied with the quality of service that has been maintained throughout the previous term to satisfy transportation requests.

Financial Implications

UCAB has provided fixed annual pricing rates by vehicle type for each of the initial three years. The Year-1 rate includes an additional 6% increase, valued at approximately \$23,000.

Currently a registry of approximately 831 active Transit Passengers exists that may access this service. The department has experienced an increase in demand for these services and has increased its operating budget year over year to better accommodate this. The level of service demand moving forward is challenging to

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forecast. As the population continues to age, the department expects this trend to continue.

Funding for provision of these services will result in Operating Budget increases in years 2 and 3 of the contract. These increases will be based on the annual changes in demand and pricing rates quoted.

Strategic Plan / Policy Impact / Climate Impact

Provision of Third Party Transportation Services aligns with the City's Corporate Strategic Plan – Service Delivery Focus Area delivering excellent customer service.

Recommendation

It is therefore recommended that Council take the following action:

Resolved that the report of the Manager of Purchasing dated March 23, 2026 concerning Third Party Transportation Services as requested by Transit and Parking Division be received and that the services be awarded to 1972699 Ontario Inc. o/a UCAB for the three year period commencing May 1, 2026 at fixed rates quoted with option to extend up to an additional two years by mutual agreement.

Respectfully submitted,

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