

REPORT TO COUNTY COUNCIL

Purchase Award - Ambulances

To: Warden and Members of County Council

From: Director of Paramedic Services

RECOMMENDATIONS

1. That County Council authorize the single source purchase of five land ambulances to Crestline Coach Ltd. for a total estimated cost of \$1,270,740 (excluding HST), pursuant to Section 7.3 of the County's Purchasing Policy 6.07, as a single source purchase as outlined in Report PS 2025-01;
2. And further, the County Council authorize the transfer of \$29,463 from the Paramedic Services – Capital Reserve to fund the budget shortfall in 2025;
3. And further, that County Council authorize single source purchases of new ambulances from Crestline Coach Ltd for a period of five years, effective January 1, 2025, pending approval of the annual Paramedic Services Business Plan and Budgets;
4. And further, that Council authorize the CAO and Director of Paramedic Services to sign the necessary agreements related hereto.

REPORT HIGHLIGHTS

- Purpose: To seek County Council approval for the single-source purchase of five Crestline ambulances for the Paramedic Services department.

IMPLEMENTATION POINTS

Upon approval, staff will initiate the procurement process with Crestline to ensure timely delivery.

Financial Impact

The approved 2025 budget includes \$746,400 for the procurement of three ambulances for 2025 delivery, along with \$498,000 for the early procurement of two additional ambulances for 2026 delivery. Crestline will require a deposit for each ambulance in the amount of \$75,186 (excluding HST), with the balance due upon delivery.

Table 1: Budget Summary

Description	2025	2026
3 Ambulances	\$762,444	\$-
Early Procurement – 2 Ambulances	-	508,296
Non-Refundable (HST)	13,419	8,946
Total Estimated Cost	\$775,863	\$517,242
Business Plan and Budget	746,400	498,000
Budget Shortfall	\$29,463	\$19,242

The 2025 estimated cost exceeds the current approved budget by \$29,463, which is proposed to be funded from the Paramedic Services – Capital Reserve. The budgeted 2025 closing balance of the reserve is approximately \$543,000 which is sufficient to fund the additional requirement.

As part of the 2026 Business Plan and Budget process, staff will update the budget for the two early procurement ambulances to reflect the increased costs and will propose updates to the annual contribution to the Paramedic Services – Capital Reserve and replacement costs for the 2025 Asset Management Plan accordingly.

The Single Source provisions under Section 7.3 of the County’s Purchasing Policy 6.07, allow a single source process if the goods are available from more than one supplier, but there are valid and sufficient reasons for selecting one supplier. In this procurement process, staff are recommending a single source supplier process pursuant to 7.3.2 c) which states “There is a need for compatibility with goods and/or services previously acquired or the required goods and/or services will be additional to similar goods and/or services being supplied under an existing contract (i.e. contract extension or renewal)”, supported by the reasons set out in this report.

Communications




No external communication is required for this purchase.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council’s vision of “Working together for a healthy, vibrant, and sustainable future.” These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report support the following strategic goal.

Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
Goal 1.3 – Community health, safety and well-being		

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

The 2025 Oxford County Business Plan and Budget identified the need to procure five new ambulances, over 2025 and 2026, for Paramedic Services to support service delivery and scheduled fleet renewal. The timely acquisition of these ambulances is essential to meet operational demands and maintain the County's service standards.

Due to the long lead time until delivery, staff are ordering two ambulances to replace end of life assets in 2026 to continue our vehicle replacement cycle of 6 years.

Comments

Rationale for Single-Source Procurement

The Purchasing Policy permits single-source procurement under specific conditions, including compatibility and operational efficiencies (Policy Section 7.3). Crestline ambulances meet the County's requirements for the following reasons:

- **Compatibility:** The County's existing fleet consists entirely of Crestline ambulances, enabling seamless integration into current operations.
- **Maintenance Efficiencies:** Standardizing the fleet reduces costs associated with parts inventory and downtime.
- **Operational Familiarity:** Paramedic staff are extensively trained on Crestline systems, minimizing learning curves and risks during emergencies.
- **Lead Times:** Crestline's 14–16 month delivery timeline is significantly shorter than Demers' 24+ month lead time, ensuring that the County's operational needs are met without delay.
- **Lack of Alternatives:** No other ambulance manufacturer has an alternative that is certified for use in Ontario.

The County's Purchasing Policy (Section 7.3.2.c) supports single-source procurement for compatibility and efficiency reasons, and the recommendations contained in this report align with these provisions.

CONCLUSIONS

The purchase of five Crestline ambulances ensures operational continuity, fleet standardization, and cost efficiencies. Council approval will enable the County to meet its service delivery obligations effectively.

SIGNATURES

Departmental approval:

Original signed by:

Ryan Hall
Director of Paramedic Services

Approved for submission:

Original signed by:

Benjamin R. Addley
Chief Administrative Officer