

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2018 November 21

FROM: DIRECTOR FINANCE **FILE:** 5820-20
Reference: Jardine Lloyd Thompson

**SUBJECT: CONTRACT EXTENSION
CITY FLEET INSURANCE**

PURPOSE: To request Council approval for a one year contract extension for the Vehicle Fleet Insurance Program.

RECOMMENDATION:

1. **THAT** Council approves a one year contract extension for \$1,114,000 to Jardine Lloyd Thompson, as outlined in this report. Final payment will be based on actual services performed.

REPORT

The City operates a vehicle fleet that is currently comprised of 685 units. Each vehicle in the fleet is required by law to have automobile liability insurance. Vehicles that are currently valued at more than \$75,000 are insured for collision and comprehensive perils subject to a deductible of \$5,000 and \$300 per accident/incident respectively.

The City fleet insurance policy for City's fleet Auto Liability, Collision, and Comprehensive insurance programs will renew on 2019 January 01 but the Insurance Corporation of British Columbia (ICBC) requires that all fleet premiums must be paid prior to issuance of a new plate decal. Jardine Lloyd Thompson is the City's insurance broker and they will pay ICBC on the City's behalf.

The cost of maintaining the fleet insurance program is a necessary operating expense that is included in the City's Provisional Operating Budget. This recommendation is for a one year contract extension from 2019 January 01 to 2019 December 31, for an estimated value of \$1,114,000.

Jardine Lloyd Thompson has previously performed similar work to the satisfaction of City staff. The Director Public Safety and Community Services concurs with this recommendation.

Funding for this contract is provided in various operating accounts within the 2019 – 2023 Financial Plan.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

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Copied to: Director Public Safety and Community Services