



**BID COMMITTEE  
DECISION REPORT**

Meeting Date: May 13, 2016  
Contact: Nick Kassam  
Contact No.: 604 829 2097

TO: Bid Committee  
FROM: Chief Purchasing Official

Entry into a contract in relation to Request for Proposals PS20160293 – Supply and Installation of Synthetic Turf at Oak Meadows Park and Kerrisdale Park with Carpell Surfaces Inc.

This item was considered by Bid Committee on May 13, 2016 and was approved without amendment.

**COMMITTEE DECISION**

The Bid Committee approved the entry into the following contract, under the authority of the City's Procurement Policy AF-015-01.

|                                         |                                                                                                                 |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Solicitation Number:                    | PS20160293, Request for Proposals                                                                               |
| Description of the Goods or Service:    | Supply and Installation of Synthetic Turf at Oak Meadows Park and Kerrisdale Park                               |
| Recommended Vendor:                     | Carpell Surfaces Inc.                                                                                           |
| Contract Term and Total Contract Price: | The term of the contract approximately three (3) months.<br>The final contract price is <b>\$1,649,523.24</b> . |

## PROCUREMENT SUMMARY

|                          |                                                                         |                |
|--------------------------|-------------------------------------------------------------------------|----------------|
| Date of Issuance of RFP: | February 26, 2016                                                       |                |
| Notices Sent:            | Supply Chain Management sent notices to ten potential Proponents        |                |
| Closing Date:            | March 22, 2016                                                          |                |
| Responses Received:      | Carpell Surfaces Inc.                                                   | \$1,389,258.10 |
|                          | Davan Group Inc.                                                        |                |
|                          | AstroTurf West Distributors                                             |                |
|                          | Field Turf Inc.                                                         |                |
| Departments:             | Supply Chain Management and the Vancouver Board of Parks and Recreation |                |

## COMMENTS

For the recommended contract, the following requirements have been met:

- a) The solicitation documents were publicly advertised in accordance with the City's Procurement Policy AF-015-01;
- b) The contract is proposed to be entered into with the vendor offering the best value, which is also the highest-scoring vendor determined in accordance with the criteria, factors or methods previously disclosed in the public solicitation documents;
- c) Financial Planning & Analysis and the applicable business unit have reviewed and concur on the budget and recommendation;
- d) Bid Committee approval authority exists, as outlined in the City's Procurement Policy AF-015-01 due to the value being in excess of \$500 thousand; and
- e) The Chief Purchasing Official and the General Manager of the Vancouver Board of Parks and Recreation are recommended to be authorized to execute and deliver all legal documents on behalf of the City.
- f) The Bid Committee approval is pre contract award, the final contract information may vary subject to final negotiations and award.

## DECISION

The Bid Committee approved the entry into a contract in relation to Supply and Installation of Synthetic Turf at Oak Meadows Park and Kerrisdale Park with Carpell Surfaces Inc., under the authority of the City's Procurement Policy AF-015-01.