



**BID COMMITTEE
DECISION REPORT**

Meeting Date: June 24, 2016
Contact: Nick Kassam
Contact No.: 604 829 2097

TO: Bid Committee
FROM: Chief Purchasing Official

Enter into a contract in relation to Invitation to Tender PS20160558 for the seismic retrofitting at West Annex with Smith Bros. & Wilson (B.C.) Ltd. with office address at 8729 Aisne Street, Vancouver, B.C. V6P 3P1.

This item was considered by Bid Committee on June 24, 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, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.

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| Solicitation Number: | Invitation to Tender - PS20160558 |
| Description of the Goods or Service: | Voluntary upgrade to improve the seismic capacity of West Annex Building |
| Recommended Vendor: | Smith Bros. & Wilson (B.C.) Ltd. |
| Contract Term and Total Contract Value: | The recommended term of the contract is approximately 1 year. The total contract price is \$4,212,219.00 plus GST, over the term of the contract. |

PROCUREMENT SUMMARY

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|--------------------------|---|----------------------------------|
| Date of Issuance of ITT: | April 14, 2016 | |
| Notices Sent: | Supply Chain Management sent notices to the 4 successfully prequalified proponents from Request for Supplier Qualifications (RFSQ) PS20160316, performed in February 2016. One proponent declined to bid. | |
| Closing Date: | June 14, 2016 | |
| Responses Received: | <u>Bidder Name:</u> | <u>Tender Price without GST:</u> |
| | Heatherbrae Builders Co. Ltd. | \$ 4,395,200.00 |
| | Mierau Contractors Ltd. | \$ 4,528,738.00 |
| | Smith Bros. & Wilson (B.C.) Ltd. | \$ 4,212,219.00 |
| Department: | Supply Chain Management, Real Estate and Facilities Management, Risk Management with the assistance of Legal Services. | |

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 the lowest-priced compliant 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 \$500,000 or \$2 million; and
- e) The Director of Legal Services, Chief Purchasing Official and Real Estate and Facilities General Manager 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 the West Annex Seismic Retrofit with Smith Bros. & Wilson (B.C.) Ltd., under the authority of the City's Procurement Policy AF-015-01, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.