



**BID COMMITTEE  
DECISION REPORT**

Meeting Date: November 30, 2017  
 Contact: Nick Kassam  
 Contact No.: 604 829 2097

TO: Bid Committee  
 FROM: Chief Purchasing Official

Entry into a contract relation to Request for Proposal PS20171004 – Consultant for the Bridge Inspection Program, with Associated Engineering (B.C.) Ltd. with office address at 500 – 2889 East 12th Avenue, Vancouver, B.C.

This item was considered by Bid Committee on November 30, 2017 and was approved.

**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:	PS20171004 – Request for Proposal
Description of the Goods or Service:	The City requires the services of bridge engineers to complete detailed visual inspections, develop a bridge condition indexing system, complete a seismic screening analysis of the inventory, and produce a needs assessment report documenting the current state of the bridge asset inventory and current and future maintenance and rehabilitation liabilities.
Recommended Vendor:	Associated Engineering (B.C.) Ltd. (“AE”)
Contract Term and Contract Value:	The recommended term of the contract is for 5 years.  The total contract price is \$ 1,058,881.00, plus applicable taxes for the term of the agreement.

## PROCUREMENT SUMMARY

Date of Issuance of RFP:	September 14, 2017	
Notices Sent:	As well as posting on the City of Vancouver Supply Chain Management website and on BC Bid sent notices to 9 consulting firms that had previously performed such work for the City. Six consulting firms responded with compliant proposals	
Closing Date:	October 19, 2017	
Responses Received:	Associated Engineering (B.C.) Ltd.	
	COWI North America Ltd.	
	McElhanney Consulting Services Ltd.	
	Parsons Inc.	
	Stantec Consulting Ltd.	
	WSP Canada Group Limited	
Department:	Supply Chain Management; Streets and Electrical Design Branch of Engineering, with the assistance of Legal Services.	

### RFP ONLY

Evaluation Criteria	Evaluation Weighting
Technical	65%
Financial	30%
Sustainability	5%
Total	100%

## **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 supplier offering the best value, 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 Director of Legal Services, Chief Purchasing Official and Engineering Services - 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 Request for Proposal PS20171004 – Consultant for the Bridge Inspection Program, under the authority of the City's Procurement Policy AF-015-01.