BID COMMITTEE
DECISION REPORT

Meeting Date: April 22, 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 Proposal PS20152045 for Architectural Consulting for Fire Hall 17 Redevelopment with HCMA Architecture and Design with its office address at 400 – 675 West Hastings, Vancouver, B.C. V6B 1N2

This item was considered by Bid Committee on April 22, 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:	PS20152045 Request for Proposals (RFP)
Description of the Goods or Service:	Architectural consulting services for the redevelopment of Fire hall No. 17
Recommended Vendor:	HCMA Architecture + Design
Contract Term and Total Contract Value:	The expected term of the contract is approximately 2 years. The contract price is $1,200,725.90 plus GST over the term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of ITT:	January 26, 2016	
Notices Sent:	Supply Chain Management sent notices to 8 proponents	
Closing Date:	March 1, 2016	
Responses Received:	DGBK and S2 Architecture	
	Johnston Davidson Architecture	
	Local Practice Architecture and Design (LPAD)	
	HCMA Architecture + Design	$1,200,725.90
Departments:	Supply Chain Management and Real Estate and Facilities Management	

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 Analysis, Budgets and Reporting (FAB&R) 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.
e) The Chief Purchasing Official and Real Estate and Facilities Management General Manager are recommended to be authorized to execute and deliver all legal documents on behalf of the City.
f) The Bid Committee's approval is pre contract award, the final contract information may vary subject to final negations and award.

DECISION

The Bid Committee approved the entry into a contract in relation to Request for Proposal PS20152045 for Architectural Consulting for Fire Hall 17 Redevelopment with HCMA Architecture + Design under the authority of the City's Procurement Policy AF-015-01.