

BID COMMITTEE DECISION REPORT

Meeting Date: March 27, 2015 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 and PS20140836 – Supply and Delivery of Various Light Duty Vehicles and Trucks with Metro Motors Ltd, 2505 Lougheed Highway, Port Coquitlam, BC, V3B 1B2

This item was considered by Bid Committee on March 27, 2015 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.

Solicitation Number:	PS20140836 and Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Various Light Duty Vehicles and Trucks for Equipment Services
Recommended Vendor:	Metro Motors Ltd.
Contract Term and [Estimated]	The recommended term of the contract is 3 years with the option to extend for 2 additional one-year term[s].
Contract Value:	The estimated contract price is \$6,347,000, plus applicable taxes, over the initial 3-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	September 10, 2014
Notices Sent:	Supply Chain Management sent notices to sixteen
	(16) proponents.
Closing Date:	October 24, 2014
Responses Received:	<u>Vendor Name</u> :
	Brown Bros. Ford
	Chrysler Canada Inc.
	Coastal Ford
	Jim Pattison Auto Group
	Mercedes-Benz
	Metro Motors Ltd.
	Mitsubishi Motor Sales of Canada, Inc.
	OpenRoad Auto Group
	Western Star & Sterling Trucks
	Zeemac Vehicle Lease Ltd.
Departments:	Supply Chain Management and Equipment Services
	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 also the highest-scoring vendor and 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 and Council approval is required under the City's Procurement Policy AF-015-01, due to the value being in excess of \$2 million; and
- e) The Director of Legal Services, Chief Purchasing Official and Engineering General Manager are recommended to be authorized to execute and deliver all legal documents on behalf of the City; and
- f) The Bid Committee 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 RFP Supply and Delivery of Various Light Duty Vehicles and Trucks with Metro Motors 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.