



**BID COMMITTEE
DECISION REPORT**

Meeting Date: June 4, 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 Quotation (“RFQ”) PS20150168 – Supply and Delivery of Fire Hydrants and Waterworks Gate Valves with Emco Corporation located at 20003 – 100A Avenue, Langley BC.

This item was considered by Bid Committee on June 5, 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.

Solicitation Number:	Request for Quotation PS20150168 – Supply and Delivery of Fire Hydrants and Waterworks Gate Valves
Description of the Goods or Service:	The supply and delivery of fire hydrants and gate valves for the Waterworks Design Branch of Engineering Services.
Recommended Vendor:	Emco Corporation, Langley BC.
Contract Term and Estimated Total Contract Price:	The recommended term of the contract is 2 years, with the option to extend for 3 additional one-year terms. The estimated contract price is \$641,008, plus applicable taxes, over the initial 2 year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFQ:	March 27, 2015
Notices Sent:	Supply Chain Management (“SCM”) sent notices to nine vendors.
Closing Date:	April 21, 2015
Responses Received:	
Vendor Name	City
Emco Corporation	Langley, BC
Flocor Inc	Delta, BC
Coriix Water Products	Langley, BC
Four Star Water Works Ltd	Parksville, BC
Fred Surridge Ltd	Richmond, BC
Andrew Sheret Ltd	Surrey, BC
Wolseley Canada Inc	Langley, BC
Department:	Supply Chain Management; and Engineering 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 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 \$500,000.00;
- e) The General Manager of Engineering and the Chief Purchasing Official 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 negotiations and award.

DECISION

The Bid Committee approved the entry into a contract in relation to RFQ PS20150168 – Supply and Delivery of Fire Hydrants and Waterworks Gate Valves with Emco Corporation, under the authority of the City’s Procurement Policy AF-015-01.