



**BID COMMITTEE  
DECISION REPORT**

Meeting Date: December 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 Proposal PS20140891 – Chinatown Dragon Fixture LED Conversion Project with Industrial System Electronics Inc. of 815 West 13th Avenue, Vancouver BC.

This item was considered by Bid Committee on December 4, 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:	PS20140891 Request for Proposal - Chinatown Dragon Fixture LED Conversion Project.
Description of the Goods or Service:	Supply of parts and labour to convert existing Chinatown “dragon” fixture lighting to LED with colour changing capability as joint project between the City’s Engineering and Planning Departments and the Vancouver Chinatown Merchants Association (“VCMA”).
Recommended Vendor:	Industrial System Electronics Inc.
Contract Term and Estimated Contract Value:	The recommended term of the contract is one year or until all of the units have been retro-fitted whichever occurs first.  The estimated total contract price is \$500,000, plus applicable taxes, over the term of the contract, with an option to increase the contract price by \$89,681 or part thereof subject to continued funding availability.

## PROCUREMENT SUMMARY

Date of Issuance of RFP:	September 30, 2014	
Notices Sent:	Supply Chain Management sent notices to 8 known vendors.	
Closing Date:	October 21, 2014	
Responses Received:	Vendor Name:	City:
	Industrial System Electronics Inc.	Vancouver, BC
	Evergreen World General Contracting Ltd.	Burnaby, BC
	Fitterer Electric Ltd.	Burnaby, BC
Departments:	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 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 due to the value being in excess of \$500,000.00.
- e) The Chief Purchasing Official and General Manager of Engineering are recommended to be authorized to execute and deliver all legal documents on behalf of the City. and
- f) The Bid Committee's approval is pre-contract execution and the final contract terms may vary subject to final negotiations and contract execution.

## DECISION

The Bid Committee approved the entry into a contract in relation to PS20140891 Request for Proposal - Chinatown Dragon Fixture LED Conversion Project with Industrial System Electronics Inc, under the authority of the City's Procurement Policy AF-015-01.