



**BID COMMITTEE
DECISION REPORT**

Meeting Date: November / 20 / 2015
 Contact: Nick Kassam
 Contact No.: 604 829 2097

TO: Bid Committee
 FROM: Chief Purchasing Official

Recommendation to enter into a contract in relation to Request for Proposal (RFP) PS20150910 – Public Bicycle System with: **Cyclehop Corp Canada dba Vancouver Bike Share Inc., 112 Nelson Street Unit 101B, Ottawa, Ontario, K1N 5V1**

This item was considered by Bid Committee on November 20, 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.

Solicitation Number:	PS20150910 Request for Proposal
Description of the Goods or Service:	Public Bicycle System (PBS)
Recommended Vendor:	Cyclehop Corp Canada/ dba Vancouver Bike Share Inc.
Contract Term and Estimated Contract Value:	The recommended term of the contract is five years, with three possible five-year extensions, for a maximum total term of twenty years. The estimated cost is up to \$5,000,000 plus applicable taxes, over the initial five year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	July 17, 2015	
Notices Sent:	Supply Chain Management sent notices to 37 proponents.	
Closing Date:	September 14, 2015	
Responses Received:	Cyclehop Corp Canada/ dba Vancouver Bike Share Inc.	\$5,000,000
	Motivate International LLC	
	Secure Bike Share Pte Ltd.	
	Between Technologies Inc.	
	Cranium, LLC	
	Sinister	
Department:	Supply Chain Management; Engineering, BPS & FP&A, 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 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 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 (RFP) PS20150910 – Public Bicycle System with Cyclehop Corp Canada dba Vancouver Bike Share Inc., 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.