



BID COMMITTEE DECISION REPORT

Meeting Date: January 15, 2016
Contact: Nick Kassam
Contact No.: 604 829 2097

TO: Bid Committee
FROM: Chief Purchasing Official

Enter into a contract in relation a Request for Proposal PS20151805 for Architectural Consulting for Roddan Lodge and Evelyn Saller Replacement with DYS Architecture with its office address at 260 1770 Burrard Street, Vancouver, B.C.V6J 3G7.

This item was considered by Bid Committee on January 15, 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:	PS20151805 Request for Proposals
Description of the Goods or Service:	Architectural consulting services for Roddan Lodge and Evelyne Saller Centre
Recommended Vendor:	DYS Architecture
Contract Term and Total Contract Value:	The expected term of the contract is approximately 5 years. The contract price is \$1,537,948.50 plus GST over the term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	November 19, 2015	
Notices Sent:	Supply Chain Management sent notices to 10 proponents	
Closing Date:	December 17, 2015	
Responses Received:	Diamond Schmitt Architects	
	DYS Architecture	\$1,537,948.50
	GBL Architects	
	IBI Group	
	Merrick Architecture	
	Michael Green Architecture	
	NSDA Architects	
	VIA Architecture	
Departments:	Supply Chain Management, Real Estate and Facilities Management and Housing Operations, with the assistance of Legal Services and Risk 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 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; and
- e) The Director of Legal Services, Chief Purchasing Official, Real Estate and Facilities Management and Housing Operations General Managers 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 PS20151805 for Architectural Consulting for Roddan Lodge and Evelyn Saller Replacement with DYS Architecture under the authority of the City's Procurement Policy AF-015-01.