



**BID COMMITTEE
DECISION REPORT**

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

TO: Bid Committee
FROM: Chief Purchasing Official

Entry into a contract in relation to Request for Proposals PS20151937 – Design and Contract Administration Services for Phase 2 of the East Fraser Lands Development with Space2Place Design Inc.

This item was considered by Bid Committee on April 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.

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| Solicitation Number: | PS20151937, Request for Proposals |
| Description of the Goods or Service: | Design and Contract Administration Services for Phase 2 of the East Fraser Lands Development |
| Recommended Vendor: | Space2Place Design Inc. |
| Contract Term and Total Contract Price: | The term of the contract approximately two (2) years. The contract price is \$840,140.87 including all applicable taxes except GST, over the term of the contract. |

PROCUREMENT SUMMARY

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|--------------------------|---|--------------|
| Date of Issuance of RFP: | January 5, 2016 | |
| Notices Sent: | Supply Chain Management sent notices to ten potential Proponents | |
| Closing Date: | February 9, 2016 | |
| Responses Received: | Space2Place Design Inc. | \$840,140.87 |
| | PWL Partnership Landscape Architect Inc. | |
| | R. Kim Perry and Associates | |
| | PFS Studio | |
| | Durante Kreuk Ltd. | |
| | Dialogue BC Architecture Engineering Interior Design Planning Inc. | |
| | Hapa Landscape Architecture Collaborative Inc. | |
| | Enns Gauthier Landscape Architects | |
| Departments: | Supply Chain Management and the Vancouver Board of Parks and Recreation | |

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 thousand; and
- e) The Chief Purchasing Official and the General Manager of the Vancouver Board of Parks and Recreation 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 Design and Contract Administration Services for Phase 2 of the East Fraser Lands Development with Space2Place Design Inc., under the authority of the City's Procurement Policy AF-015-01.