



**BID COMMITTEE  
DECISION REPORT**

Meeting Date: June 3, 2016  
Contact: Nick Kassam  
Contact No.: 604 829 2097

TO: Bid Committee  
FROM: Chief Purchasing Official

Entry into a contract in relation to Invitation to Tender PS20160345 – Roofing Services for 8383 Manitoba Street with Cambie Roofing Contractors Ltd.

This item was considered by Bid Committee on June 3, 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:	PS20160345, Invitation to Tender
Description of the Goods or Service:	Roofing Services for 8383 Manitoba Street
Recommended Vendor:	Cambie Roofing Contractors Ltd.
Contract Term and Total Contract Price:	The term of the contract is estimated to be less than one (1) year. The contract price is \$613,000, plus applicable taxes, over the term of the contract.

## PROCUREMENT SUMMARY

Date of Issuance of ITT:	March 21, 2016	
Notices Sent:	Supply Chain Management sent notices to nine (9) potential tenderers.	
Closing Date:	April 12, 2016	
Responses Received:	Cambie Roofing Contractors Ltd.	\$613,000
	Cascade Roofing & Waterproofing (2007) Inc.	\$627,437
	Broadway Roofing Co. Ltd.	\$640,735
	Olympic Roofing Ltd.	\$649,000
	Transwest Roofing Ltd.	\$656,000
	Marine Roofing Ltd.	\$672,330
	Coast Hudson Ltd.	\$706,731
	Pacific Restorations (1994) Ltd.	\$737,350
Departments:	Supply Chain Management and Real Estate and Facilities 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 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 thousand; and
- e) The Chief Purchasing Official and the General Manager of Real Estate and Facilities Management 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 Roofing Services for 8383 Manitoba Street with Cambie Roofing Contractors Ltd., under the authority of the City's Procurement Policy AF-015-01.