



**BID COMMITTEE
DECISION REPORT**

Meeting Date: May 6, 2016
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 PS20160348 Design and Build QET Rigging System with Joel Theatrical Rigging Contractors (1980) Ltd.

This item was considered by Bid Committee on May 6, 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:	Request for Proposal PS20160348 Design and Build QET Rigging System
Description of the Goods or Service:	Design and build a new rigging system for the Queen Elizabeth Theatre.
Recommended Vendor:	Joel Theatrical Rigging Contractors (1980) Ltd.
Contract Term and Estimated Total Contract Price:	The term of the contract is approximately one-year term from contract execution. The estimated contract price is \$1,322,900.00, plus applicable taxes, term of the contract.

PROCUREMENT SUMMARY

Solicitation Number:	Request for Proposal PS20160348 Design and Build QET Rigging System
Description of the Goods or Service:	Design and build a new rigging system for the Queen Elizabeth Theatre.
Recommended Vendor:	Joel Theatrical Rigging Contractors (1980) Ltd.
Contract Term and Estimated Total Contract Price:	The term of the contract is approximately one-year term from contract execution. The estimated contract price is \$1,322,900.00, plus applicable taxes, term of the contract.

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 Director of Legal Services, Chief Purchasing Official and Community Services Group 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 PS20160348 Design and Build QET Rigging System with Joel Theatrical Rigging Contractors (1980) Ltd., under the authority of the City's Procurement Policy AF-015-01.