



**BID COMMITTEE
DECISION REPORT**

Meeting Date: August 12, 2106
Contact: Nick Kassam
Contact No.: 604 829 2097

TO: Bid Committee
FROM: Chief Purchasing Official

Entry into a contract in relation to the Supply and Delivery of Hose Reel Trailer Systems PS 20160469 – Request for Proposal with Safetek Emergency Vehicles Ltd. 30686- A Matsqui Place, Abbotsford, BC.

This item was considered by Bid Committee on August 12, 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:	PS20160469 -- Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Hose Reel Trailer Systems
Recommended Vendor:	Safetek Emergency Vehicles Ltd.
Contract Term and Estimated Contract Value:	The recommended term of the contract is three years, with the option to extend for two additional one-year terms. The estimated contract price is \$542,610, plus applicable taxes, over the initial three year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP	April 28, 2016	
Notices Sent:	Supply Chain Management sent notices to 4 proponents.	
Closing Date:	May 26, 2016	
Responses Received:	Safetek Emergency Vehicles	\$542,610.00
	Rocky Mountain Phoenix	
	WFR Wholesale Fire & Rescue Ltd.	
Department:	Supply Chain Management; VF&RS and Engineering Services, 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 and 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, Chief of Vancouver Fire and Rescue Department and 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 with Safetek Emergency Vehicles Ltd., under the authority of the City's Procurement Policy AF-015-01.