



**BID COMMITTEE
DECISION REPORT**

Meeting Date: 03/09/2017
Contact: Nick Kassam
Contact No.: 604 829 2097

TO: Bid Committee
FROM: Chief Purchasing Official

Entry into a contract in relation to Request for Proposal PS20160599 – Provision of Mobile Parking Payment System: Mobile Application and Interactive Voice Response with PayByPhone Technologies Inc., located at Suite 403, 1168 Hamilton Street, Vancouver, BC V6B 2S2.

This item was considered by Bid Committee on March 9, 2017 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, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.

Solicitation Number:	PS20160599 Request for Proposal
Description of the Goods or Service:	Provision of Mobile Parking Payment System: Mobile Application and Interactive Voice Response
Recommended Vendor:	PayByPhone Technologies Inc.
Contract Term and Estimated Contract Value:	The recommended term of the contract is five (5) years, with the option to extend for five (5) additional one-year terms. The estimated contract price is \$5,444,000 plus applicable taxes, over the initial five-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	May 20, 2016	
Notices Sent:	Supply Chain Management sent notices to 19 proponents.	
Closing Date:	July 8, 2016	
Responses Received:	Vendor Name	Initial 5-year contract value
	PayByPhone Technologies Inc.	\$4,908,706
	PassportParking, Inc.	
	Parkmobile, LLC	
	Precise ParkLink Inc.	Not evaluated ¹
Department:	Supply Chain Management; Engineering Services; Digital Services, IT, FP&A, with the assistance of Legal Services.	

¹Precise Park: Commercial Proposal was not evaluated because minimum Functional Requirements were not met (i.e. a score of 16 or more out of a maximum of 35 under Functional Requirements was required in order to continue evaluating the proponent).

Evaluation Criteria	Evaluation Weighting
Technical	55%
Financial	20%
Demonstration	12%
User Experience	8%
Sustainability	5%
Total	100%

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 and Council approval is required under the City's Procurement Policy AF-015-01 due to the value being in excess of \$2 million;
- e) The Director of Legal Services, Chief Purchasing Official and General Manager of Engineering Services are recommended to be authorized to execute and deliver all legal documents on behalf of the City; and
- f) The Bid Committee's approval is pre-contract execution, the final contract terms may vary subject to final negotiations and contract execution.

DECISION

The Bid Committee approved the entry into a contract in relation to Provision of Mobile Parking Payment System: Mobile Application and Interactive Voice Response with PayByPhone Technologies Inc., under the authority of the City's Procurement Policy AF-015-01, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.