



**BID COMMITTEE
DECISION REPORT**

Meeting Date: August 25, 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 PS20160798 NEU Energy Transfer Station Expansion with:

Division 15 Mechanical Ltd.
6582 144 Street
Surrey, British Columbia, V3W 5R4.

This item was considered by Bid Committee on August 25, 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 PS20160798 NEU Energy Transfer Station Expansion
Description of the Goods or Service:	Supply, delivery, and installation of Energy Transfer Stations (the "ETS") for the City's South-East False Creek Neighbourhood Energy Utility (the "NEU").
Recommended Vendor:	Division 15 Mechanical Ltd.
Contract Term and Estimated Contract Value:	The contract term is three (3) years with the option to renew the contract for two (2) additional one (1) year terms. The approximate contract price is \$1,191,589 plus applicable taxes, over the initial term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	June 23, 2016	
Notices Sent:	Supply Chain Management sent notices to sixteen (16) potential proponents.	
Closing Date:	August 2, 2016.	
Responses Received:	<u>Vendor Name:</u>	<u>Price:</u>
	Division 15 Mechanical Ltd.	\$1,191,589
	Corix Water Products Limited Partnership	n/a
Departments:	Supply Chain Management; Engineering Services Department.	

Evaluation Criteria	Evaluation Weighting
Technical	55%
Financial	40%
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 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 and Engineering Services Department 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 PS20160798 NEU Energy Transfer Station Expansion with Division 15 Mechanical Ltd., under the authority of the City's Procurement Policy AF-015-01.