



**BID COMMITTEE
DECISION REPORT**

Meeting Date: May 10, 2018
Contact: Nick Kassam
Contact No.: 604 829 2097

TO: Bid Committee
FROM: Chief Procurement Officer

Entry into a contract with Vimar Equipment Ltd., located at 7445 Lowland Drive, Burnaby, BC V5J 5A8, in relation to Request for Proposal and PS20160912 – Supply and Delivery of Combination Sewer Cleaner Trucks.

This item was considered by Bid Committee on May 10, 2018 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 ADMIN-008, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.

Solicitation Number:	PS20160912 - Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Combination Sewer Cleaner Trucks
Recommended Vendor:	Vimar Equipment Ltd.
Contract Term and Contract Value:	The recommended term of the contract is three (3) years with the option to extend for two (2) additional one-year terms. The estimated contract price is \$2,923,430 plus applicable taxes.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	April 21, 2017		
Notices Sent:	Supply Chain Management (SCM) sent notices to three (3) vendors.		
Closing Date:	June 22, 2017		
Responses Received:	Vimar Equipment (Vimar)	Price:	\$2,923,430.00
	Kendrick Equipment (Kendrick)		
	Rollins Machinery Ltd. (Rollins)		
Department:	Supply Chain Management; and Engineering Services, with the assistance of Legal Services.		

Evaluation Criteria	Evaluation Weighting
Technical	50%
Service and Warranty	20%
Financial	20%
Sustainability	10%
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 ADMIN-008
- 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 ADMIN-008 and Council approval is required under the City's Procurement Policy ADMIN-008, due to the value being in excess of \$2 million; and;
- e) The Director of Legal Services, Chief Procurement Officer and Engineering Services 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 PS20160912 – Supply and Delivery of Combination Sewer Cleaner Trucks with Vimar Equipment Ltd., under the authority of the City's Procurement Policy ADMIN-008 provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.