



**BID COMMITTEE
DECISION REPORT**

Meeting Date: June 15, 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 PS20170032 - Supply and Delivery of Hand Tools with Weber Supply Company Inc., located at 1830 Strasburg Road, Kitchener, Ontario and having its local distribution centre at 21500 Westminster Highway, Richmond, BC.

This item was considered by Bid Committee on June 15, 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.

Solicitation Number:	Request for Proposal PS20170032
Description of the Goods or Service:	Supply and Delivery of Hand Tools
Recommended Vendor:	Weber Supply Company Inc.
Contract Term and Estimated Total Contract Price:	The recommended term of the contract is three years, with the option to extend for two (2) additional one-year terms. The estimated contract price is \$598,567, plus applicable taxes, over the initial three-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	January 13, 2017
Notices Sent:	Supply Chain Management sent notices to seven (7) proponents.
Closing Date:	February 14, 2017
Responses Received:	
Vendor Name	City
Acklands-Grainger Inc.	Burnaby
Weber Supply Company Inc.	Richmond
West-Can Auto Parts Ltd.	Burnaby
UAP/Napa Parts	Langley
Departments:	Supply Chain Management; and Engineering 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 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
- e) The Chief Purchasing Official 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'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 PS20170032 - Supply and Delivery of Hand Tools with Weber Supply Company Inc., under the authority of the City's Procurement Policy AF-015-01.