



**BID COMMITTEE
DECISION REPORT**

Meeting Date: December 7, 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 Proposals PS20170302- Facility Condition Assessments for City of Vancouver Buildings (FCA) with Facility Condition Assessment Portfolio eXperts Canada Ltd. (FCAPX) & McCuaig & Associates Engineering Ltd..

This item was considered by Bid Committee on December 7, 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 Proposals PS20170302
Description of the Service:	Facility Condition Assessments for City of Vancouver Buildings (FCA)
Recommended Vendor:	Facility Condition Assessment Portfolio eXperts Canada Ltd. (FCAPX) McCuaig & Associates Engineering Ltd.
Contract Term and Estimated Total Contract Price:	The recommended term of both contracts is 3 years, with the option to extend for 2 additional one-year terms. The estimated total price for each contract is \$517,500, plus applicable taxes, over the initial 3-year term of the contract. The total value of the contracts for the two vendors is \$1,035,000.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	June 14, 2017		
Notices Sent:	Supply Chain Management sent notices to 9 proponents.		
Closing Date:	July 6, 2017		
Vendor Name:	FCAPX	Price:*	\$744,891.00
	McCuaig & Associates Engineering Ltd.		\$664,500.00
	AEI Consultants Ltd.		NA
	AWQS Consulting		NA
	Integral Group Consulting (BC) LLP		NA
	IRC Building Sciences Group		NA
	JRS Engineering Ltd.		NA
	Pinchin Ltd.		NA
	WSP Canada Inc.		NA
Department:	Supply Chain Management; Real Estate and Facilities Planning, with the assistance of Legal Services.		

* Note the above section represents indicative prices submitted by proponents to complete 75 assessments of buildings of different sizes and was used for evaluation purposes and assumed all assessments would be completed by a single vendor.

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, who are also the highest-scoring vendors 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 Director of Legal Services, Chief Purchasing Official and facilities Management General Manager are recommended to be authorized to execute and deliver all legal documents on behalf of the City.

DECISION

The Bid Committee approved the entry into a contract in relation to Request for Proposals PS20170302 with Facility Condition Assessment Portfolio eXperts Canada Ltd. (FCAPX) and McCuaig & Associates Engineering Ltd., under the authority of the City's Procurement Policy AF-015-01.