



**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 First Truck Centre Vancouver Inc., located at 18688 96<sup>th</sup> Avenue, BC V4N 3P9, in relation to Request for Proposal PS20171899 – Supply and Delivery of Class 8 Tandem Rear Axle Dump Truck Chassis.

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.

Solicitation Number:	PS20171899 - Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Class 8 Tandem Rear Axle Dump Truck Chassis
Recommended Vendor:	First Truck Centre Vancouver Inc.
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 \$1,086,160.00 plus applicable taxes.

**PROCUREMENT SUMMARY**

Date of Issuance of RFP:	January 9, 2018	
Notices Sent:	Supply Chain Management (SCM) sent notices to four (4) vendors	
Closing Date:	February 8, 2018	
Responses Received:	Vendor Name:	Proposed Price:
	First Truck Centre Vancouver Inc. (First Truck)	\$1,086,160
Departments:	SCM; and Engineering Services (Equipment Services, Sanitation) with the assistance of Legal Services.	

Evaluation Criteria	Evaluation Weighting
Technical	30%
Service and Warranty	20%
Financial	40%
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 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 ADMIN-008 due to the value being in excess of \$500 thousand; and
- e) The Director of Legal Services, Chief Procurement Officer and General Manager Engineering Services 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 PS20171899 Supply and Delivery of Class 8 Tandem Rear Axle Dump Truck Chassis with First Truck Centre Vancouver Inc., under the authority of the City's Procurement Policy ADMIN-008.