



BID COMMITTEE REPORT

Meeting Date: April 4, 2019
 Contact: Alexander Ralph
 Contact No.: 604 829 2092

TO: Bid Committee
 FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Fred SurrIDGE Ltd, located at 11871 Machrina Way, Richmond, BC, in relation to Request for Proposal - PS20181877 - Supply and Delivery of Water Meter Assemblies.

The Chief Procurement Officer recommends that the Bid Committee approve the entry into the following contract, under the authority of the City's Procurement Policy ADMIN-008. (subject to final negotiations).

Solicitation Number:	PS20181877 Request for Proposal - Supply and Delivery of Water Meter Assemblies
Description of the Goods or Service:	Supply and Deliver Water Meter Assemblies for WaterWorks Design & Operations.
Recommended Proponent:	Fred SurrIDGE Ltd.
Contract Term and Estimated Contract Value:	The recommended term of the contract is three (3) years with the option to extend for two (2) additional two (2) year extensions for a maximum total term of seven (7) years. The estimated contract price is \$1,350,144.30, plus applicable taxes, over the initial three (3) - year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	January 2, 2019
Notices Sent:	Supply Chain Management sent notices to nine proponents.
Closing Date:	February 1, 2019
Responses Received:	Fred Surridge Ltd.
	Flocor
	Emco Corporation
	Corix Water Products Limited Partnership

Evaluation Criteria	Evaluation Weighting
Technical	55%
Financial	45%
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 proponent offering the best value, which is also the highest-scoring proponent and the lowest-priced compliant proponent 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- due to the value being in excess of \$750,000; and
- e) The Chief Procurement Officer and General Manager, Engineering Services 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 PS20181877 - Supply and Delivery of Water Meter Assemblies with Fred Surridge Ltd., under the authority of the City's Procurement Policy ADMIN-008.