

Date: March 7, 2024  
 Contact: Alexander Ralph  
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TO: Bid Committee  
 FROM: Chief Procurement Officer

## RECOMMENDATION

Amend the City's standard form, stipulated price construction contract with EllisDon Corporation, of 13775 Commerce Parkway #350, Richmond, BC V6V 2V4, for General Contractor construction services to add the timber supply deposit for the proposed new PNE Amphitheatre.

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).

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| Solicitation Number:                 | <b>PNE Amphitheatre - Construction Manager</b><br>PS20230493-REFM-RFP (the "Project")  |
| Description of the Goods or Service: | <p>EllisDon Corporation was engaged as a Construction Manager ("CM") per RFP PS20230493 to provide pre-construction management services for the Project, which included providing construction related consultation services for City staff and the City's architectural consultant for the Project and conducting a competitive tendering process for subcontractor trades services for the timber supply for the Project.</p> <p>The Project, as planned, is for construction of a new PNE Amphitheatre and this is the second construction package proposed under the CM agreement and is for Phase 2, timber supply deposit.</p> |
| Recommended Vendor:                  | EllisDon Corporation   |
| Contract Term and Contract Value:    | <p>This contract for the deposit will be required for approximately 7 months.</p> <p>The total price for the Timber Supply Package Deposit is <b>\$1,095,417.78</b> plus applicable taxes, over the term of the contract.</p>  |

## PROCUREMENT SUMMARY

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| Date of Issuance of Tender by EllisDon: | February 28, 2024  |
| Procurement:                            | EllisDon Corporation performed the subtrade procurement and has requested a deposit to secure timber supply. |
| Department:                             | Supply Chain Management; and Real Estate, Environment and Facilities Management                              |

## 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 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 \$1 million;
- e) The Category Manager, Chief Procurement Officer and General Manager, Real Estate, Environment and Facilities Management to be authorized to execute and deliver all legal documents on behalf of the City; and,
- 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 entry into a contract with EllisDon Corporation for General Contractor services for Phase 2 Timber Supply Deposit for the proposed new PNE Amphitheatre, pursuant to the City's Procurement Policy ADMIN-008.