



**BID COMMITTEE
DECISION REPORT**

Meeting Date: 09/18/2015
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 (RFP) PS20150431 - Armoured Car Services with:

Garda World Cash Services Canada Ltd.,
2743 Skeena Street, Suite 200,
Vancouver, BC V5M 4T1

This item was considered by Bid Committee on September 18, 2015 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:	PS20150431 Request for Proposal
Description of the Goods or Service:	Armoured Car Services
Recommended Vendor:	Garda World Cash Services Canada
Contract Term and Estimated Contract Value:	The recommended term of the contract is three years, with the option to extend for two additional one-year terms. The estimated contract price is \$540,061.00, plus applicable taxes, over the initial three-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP	Wednesday April 29, 2015	
Notices Sent:	Supply Chain Management sent notices to three (3) proponents.	
Closing Date:	Tuesday May 26, 2015	
Responses Received:	Garda World Cash Services	\$540,061.00
	Brinks Canada	
	Churchill Armoured Car	
	RVS Armoured Car	
Department:	Supply Chain Management; Revenue Services, Board of Parks and Recreation and VPL, with the assistance of Legal 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 due to the value being in excess of \$500 thousand ; and
- e) The Director of Legal Services, Chief Purchasing Official and the Board of Parks and Recreation General Manager 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 PS20150431 Armoured Car Services with Garda World Cash Services Canada, under the authority of the City's Procurement Policy AF-015-01.