



**BID COMMITTEE  
DECISION REPORT**

Meeting Date: January 15, 2016  
Contact: Nick Kassam  
Contact No.: 604 829 2097

TO: Bid Committee  
FROM: Chief Purchasing Official

Entry into a contract in relation to Invitation to Tender PS20151633 – Vancouver East Cultural Center (VECC) Rehearsal/Office Facility (a.k.a. Green House) Renovations with Olympic Projects Ltd. with its office address at 112-1515 Broadway St., Port Coquitlam, B.C. V3C 6M2

This item was considered by Bid Committee on January 15, 2016 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:	PS20151633 Invitation to Tender
Description of the Goods or Service:	Renovate the VECC Green House to useable condition
Recommended Vendor:	Olympic Projects Ltd.
Contract Term and Total Contract Value:	The recommended term of the contract is 5 months based on the project schedule. The contract price is \$616,996, plus GST, over the term of the contract.

## PROCUREMENT SUMMARY

Date of Issuance of ITT:	November 18, 2015	
Notices Sent:	Supply Chain Management sent notices to 14 bidders	
Closing Date:	December 17, 2015	
Responses Received:	Olympic Projects Ltd.	\$616,996.00
	Heatherbrae	\$634,729.00
	Parkwood Construction	\$694,199.00
	Holaco Construction	\$748,571.43
Department:	Supply Chain Management and Real Estate 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 AF-015-01;
- b) The contract is proposed to be entered into with the vendor offering the best value, which is also 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 AF-015-01 due to the value being in excess of \$500,000; and
- e) The Chief Purchasing Official and Real Estate and Facilities Management 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 Invitation to Tender for Vancouver East Cultural Center (VECC) Rehearsal/Office Facility (a.k.a. Green House) Renovations PS No. PS20151633 with Olympic Projects Ltd. under the authority of the City's Procurement Policy AF-015-01.