



**BID COMMITTEE
DECISION REPORT**

Meeting Date: July 24, 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 PS20150710 – Supply and Delivery of Pool Chemicals with Cleartech Industries Inc. located at 2023 Kingsway Avenue, Port Coquitlam, BC, V3C 1S9.

This item was considered by Bid Committee on July 24, 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:	Request for Proposal PS20150710 – Supply and Delivery of Pool Chemicals
Description of the Goods or Service:	Supply and Delivery of Pool Chemicals for Real Estate and Facilities Management and the Park Board.
Recommended Vendor:	Cleartech Industries Inc.
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 one-year terms. The estimated contract price is \$776,032, plus applicable taxes, over the initial three-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	May 22, 2015	
Notices Sent:	Supply Chain Management sent notices to three (3) known vendors.	
Closing Date:	June 16, 2015	
Responses Received:	Vendor name:	City:
	Cleartech Industries Inc.	Port Coquitlam, BC
Department:	Supply Chain Management, Real Estate and Facilities Management and Park Board.	

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, 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 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 PS20150710 - Supply and Delivery of Pool Chemicals with Cleartech Industries Inc., under the authority of the City's Procurement Policy AF-015-01.