



BID COMMITTEE REPORT

Meeting Date: January 17, 2018
Contact: Alexander Ralph
Contact No.: 604 829 2082

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with:

Britco BOXX LP
21690 Smith Crescent
Langley, British Columbia V2Y 2R1

in relation to Request for Proposal No. PS20181491 Supply of a Prefabricated Scalehouse Building – Vancouver Landfill.

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:	Request for Proposal No. PS20181491 Supply of a Prefabricated Scalehouse Building – Vancouver Landfill
Description of the Goods or Service:	Supply and delivery of a prefabricated scalehouse building.
Recommended Vendor:	Britco BOXX LP
Contract Term and Estimated Maximum Contract Value:	The recommended term of the contract is approximately 6 months. The estimated maximum contract price is \$1,000,000.00, plus applicable taxes, over the term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	October 10, 2018
Notices Sent:	Supply Chain Management sent notices to nine (9) potential proponents.
Closing Date:	Tuesday, November 27, 2018
Responses Received:	Britco BOXX LP

Evaluation Criteria	Evaluation Weighting
Technical	40%
Financial	55%
Sustainability	5%
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 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 ADMIN-008 due to the value being in excess of \$750,000;
- e) The Director of Legal Services, Chief Procurement Officer and General Manager, the Engineering Services Department 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 the entry into a contract in relation to Request for Proposal No. PS20181491 Supply of a Prefabricated Scalehouse Building – Vancouver Landfill with Britco BOXX LP, under the authority of the City's Procurement Policy ADMIN-008.