



BID COMMITTEE REPORT

Meeting Date: February 14, 2019
 Contact: Alexander Ralph
 Contact No.: 604 829 2092

TO: Bid Committee
 FROM: Chief Procurement Officer

Recommendation to enter into a contract with:

Sperling Hansen Associates Inc.
 8-1225 East Keith Road
 North Vancouver, BC V7J 1J3

in relation to Request for Proposal No. PS20181579 - Consultant for Phase 4 Closure - Vancouver Landfill.

RECOMMENDATION

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, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy, subject to final negotiations.

Solicitation Number:	Request for Proposal No. PS20181579 - Consultant for Phase 4 Closure - Vancouver Landfill
Description of the Goods or Service:	Consulting design and construction supervision services.
Recommended Vendor:	Sperling Hansen Associates Inc.
Contract Term and Estimated Total Contract Price:	The recommended term of the contract is approximately (3) three years, or until project completion. The estimated contract price is \$1,459,897.80, plus applicable taxes, over the term of the contract.

PROCUREMENT SUMMARY

Evaluation Criteria	Evaluation Weighting
Technical	65%
Financial	35%
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 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 ADMIN-008 due to the value being in excess of \$750,000; The Director of Legal Services, Chief Procurement Officer and the Engineering Services Department General Manager are recommended to be authorized to execute and deliver all legal documents on behalf of the City; and
- e) 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. PS20181579 - Consultant for Phase 4 Closure - Vancouver Landfill with Sperling Hansen Associates Inc., under the authority of the City's Procurement Policy ADMIN-008, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.