



## BID COMMITTEE REPORT

Meeting Date: June 13, 2019  
Contact: Alexander Ralph  
Contact No.: 604 829 2092

TO: Bid Committee  
FROM: Chief Procurement Officer

### RECOMMENDATION

Recommendation to enter into a contract with All Tech. Transport Ltd. dba Busters Towing located at 455 Industrial Avenue, Vancouver, BC in relation to Request for Proposal No. 20161091 - Towing Services.

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:	PS20161091 - Request for Proposal Towing Services
Description of the Goods or Service:	Towing Services
Recommended Vendor:	All Tech. Transport Ltd. dba Busters Towing
Contract Term and Estimated Contract Value:	<p>The recommended term of the contract is 7 years, with the option to extend for 3 additional 1 year terms.</p> <p>The estimated contract value is a net cost of approximately \$1,540,000 plus applicable taxes, over the initial 7 year term of the contract.</p>

**PROCUREMENT SUMMARY**

Date of Issuance of RFP:	December 20, 2017
Notices Sent:	Supply Chain Management (SCM) sent notices to four (4) proponents.
ClosinQ Date:	March 19, 2018
Responses Received:	All Tech Transport Ltd. dba Busters Towing
	Jim's Towing Ltd. dba Advance Towing
	Unitow Services Ltd.

Evaluation Criteria	Evaluation Weighting
Technical	75%
Financial	20%
Corporate 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 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 units 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;
- e) The Director of Legal Services, Chief Procurement Officer and General Manager, Engineering Services 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 Towing Services with All Tech Transport Ltd. dba Busters Towing, under the authority of the City's Procurement Policy ADMIN-008.