



BID COMMITTEE DECISION REPORT

Meeting Date: January 25, 2018
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 and PS No.PS20171553 – Supply and Delivery of Traffic Marking Materials with Roadway Traffic Products Ltd. located at 9423 192 Street, Surrey, B.C.

This item was considered by Bid Committee on January 25, 2018 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:	PS20171553 and Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Traffic Marking Materials
Recommended Vendor:	Roadway Traffic Products Ltd.
Contract Term and [Estimated] Contract Value:	The recommended term of the contract is three years, with the option to extend for two (2) additional one-year terms. The estimated contract price is \$686,250, plus applicable taxes, over the initial three-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	October 20, 2017	
Notices Sent:	Supply Chain Management sent notices to five (5) Proponents.	
Closing Date:	November 16, 2017	
Responses Received:	Roadway Traffic Products Ltd.	\$686,250
	Cloverdale Paint Inc.	N/A
	Hitex North America	
Department:	Supply Chain Management and Engineering Services.	

Evaluation Criteria	Evaluation Weighting
Technical	45%
Financial	45%
Sustainability	10%
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 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 thousand; and
- e) The Chief Purchasing Official and Engineering Services 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 with, under the authority of the City's Procurement Policy AF-015-01.