



**BID COMMITTEE  
DECISION REPORT**

Meeting Date: March 1<sup>st</sup>, 2018  
 Contact: Nick Kassam  
 Contact No.: 604 829 2097

TO: Bid Committee  
 FROM: Chief Purchasing Official

Enter into a contract in relation to Request for Proposals (“RFP”) PS20171941 “Supply and Delivery of Ductile Iron Pipe” with Canada Pipe Company ULC, 1787 Burlington Street East, Burlington, ON L8N 3R5.

This item was considered by Bid Committee on March 1st, 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, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy – remove if not applicable.

Solicitation Number:	PS20171941 and Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Ductile Iron Pipe for Engineering Services - Water and Sewer Green Infrastructure Division - Waterworks Design.
Recommended Vendor:	Canada Pipe Company ULC
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 \$3,139,972 plus applicable taxes, over the initial three (3) - year term of the contract.

## PROCUREMENT SUMMARY

Date of Issuance of RFP:	November 17, 2017		
Notices Sent:	Supply Chain Management sent notices to two (2) known proponents.		
Closing Date:	December 14, 2017		
Responses Received:	Canada Pipe Company ULC	Price:	\$3,139,972.14
	EMCO Corporation		N/A
Department:	Supply Chain Management; and Engineering Services - Water and Sewer Green Infrastructure Division - Waterworks Design		

Evaluation Criteria	Evaluation Weighting
Technical	35%
Financial	60%
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 AF-015-01;
- b) The contract is proposed to be entered into with the vendor offering the best value, which is also the highest-scoring vendor and 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 and Council approval is required under the City's Procurement Policy AF-015-01 due to the value being in excess of \$2 million; and
- e) The Director of Legal Services, 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 Supply and Delivery of Ductile Iron Pipe with Canada Pipe Company ULC, under the authority of the City's Procurement Policy AF-015-01, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.