



**BID COMMITTEE
DECISION REPORT**

Meeting Date: May 24, 2018
 Contact: Nick Kassam
 Contact No.: 604 829 2097

TO: Bid Committee
 FROM: Chief Procurement Officer

Entry into a contract with BYD Motors, Inc. (BYD) located at 1800 S. Figueroa St. Los Angeles, CA 90015 and Cullen Western Star Trucks Ltd. on behalf of Mitsubishi (Mitsubishi) located at 9300 – 192nd Street, Surrey, BC V4N 3R8 in relation to Request for Expressions of Interest (RFEOI) PS20172110 – Supply and Delivery of Medium and Heavy Duty Electric Trucks.

This item was considered by Bid Committee on May 24, 2018 and was approved without amendment.

COMMITTEE DECISION

The Bid Committee approved the entry into the following contracts, 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.

Solicitation Number:	PS20172110 - Request for Expression of Interest
Description of the Goods or Service:	Supply and Delivery of Medium and Heavy Duty Electric Trucks
Recommended Vendors:	1. BYD 2. Mitsubishi
Contract Term and Contract Value:	The recommended term for each contract is three years with the option to extend for two additional one-year terms. These contracts are ‘as and when needed’, as such; the contract values will be dependent on the amount of medium and heavy duty electric trucks purchased during the term of the contracts. The purchases of medium and heavy duty electric trucks will follow the City’s Financial Expenditure Authority.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	November 28, 2017	
Notices Sent:	Supply Chain Management (SCM) sent notices to sixteen vendors	
Closing Date:	January 29, 2018	
Responses Received:	Vendor Names	Price
	BYD	As if and when
	Mitsubishi	As if and when
	First Priority Green Fleet	N/A
	Enviro-tech Drive Systems Inc.	N/A
Department:	Supply Chain Management; and Engineering Services, with the assistance of Legal Services.	

Evaluation Criteria	Evaluation Weighting
Qualifications and Industry Knowledge	40%
Project Experience and References	20%
Local Service & Support	20%
Financial	20%
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 and Council approval is required under the City's Procurement Policy ADMIN-008 due to the value being in excess of \$2 million; and;
- e) The Director of Legal Services, Chief Procurement Officer 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 Request for Expressions of Interest (RFEOI) PS20172110 – Medium and Heavy Duty Electric Trucks with BYD and Mitsubishi, 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.