



**BID COMMITTEE
DECISION REPORT**

Meeting Date: May 3, 2018
 Contact: Nick Kassam
 Contact No.: 604 829 2097

TO: Bid Committee
 FROM: Chief Procurement Officer

Entry into a contract in relation to Request for Proposal PS20172370 Consulting Services for Sewer Separation with:

Aplin Martin Consultants Ltd.
 910 - 1111 West Hastings Street
 Vancouver, BC V6E 2J3

This item was considered by Bid Committee on May 3, 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 ADM-008.

Solicitation Number:	Request for Proposal PS20172370 Consulting Services for Sewer Separation
Description of the Goods or Service:	Professional design services for the design of sewer renewal.
Recommended Vendor:	Aplin Martin Consultants Ltd.
Contract Term and Estimated Total Contract Price:	The recommended term of the contract is one (1) year, with the option to extend for four additional one-year terms. The estimated contract price is not to exceed \$930,526. The initial award recommendation is for an estimated \$200,437.50, plus applicable taxes, for 3 design packages. Subsequent award(s) for inspection and construction support services, up to the maximum contract amount will be subject to confirmation of construction delivery approach and approved funding.

PROCUREMENT SUMMARY

Date of Issuance of RFP: February 16, 2018				
Responses Received:	<u>Vendor Name</u>		<u>Prices</u>	
			<u>Phase1: Design</u>	<u>Maximum Proposal Price</u>
	Aplin Martin Consultants Ltd.		\$200,437.50	\$930,526.00
	Wedler Engineering LLP		n/a	n/a
	Associated Engineering (B.C.) Ltd.		n/a	n/a
	Urban Systems Ltd.		n/a	n/a
ISL Engineering Ltd.		n/a	n/a	
Departments:		Supply Chain Management; and the Engineering Services Department, with the assistance of Legal Services.		

Evaluation Criteria	Evaluation Weighting
Technical	60%
Financial	35%
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 ADM-008;
- 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 ADM-008 due to the value being in excess of \$750 thousand;
- e) 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
- 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 Proposal PS20172370 Consulting Services for Sewer Separation with Aplin Martin Consultants Ltd., under the authority of the City's Procurement Policy ADM-008.