



BID COMMITTEE 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 in relation to Invitation to Tender PS20180362 – Contractor for Park Washroom Renovation with Parkwood Construction Ltd. with office address at 1404 Ross Avenue, Coquitlam, B.C. V3J 2K1:

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 contract, under the authority of the City's Procurement Policy ADMIN-008.

Solicitation Number:	Invitation to Tender PS20180362
Description of the Goods or Service:	Construction services for existing washroom facilities at various Vancouver parks, field houses and community centres.
Recommended Vendor:	Parkwood Construction Ltd.
Contract Term and Total Contract Price:	The recommended term of the contract is 1 year. The contract price is \$1,801,545.00 plus GST over the term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of ITT	March 23, 2018	
Notices Sent:	Supply Chain Management sent notices to 10 potential tenderers.	
Closing Date:	May 2, 2018	
Bids Received:	<u>Vendor Name:</u>	<u>Base Price:</u>
	Parkwood Construction Ltd.	\$1,576,545.00
	Delta Sierra Construction and Millwork Ltd.	\$1,919,474.05
Departments:	Supply Chain Management (SCM) and Real Estate and Facilities Management (REFM)	

NOTE: Total Alternate Price items amounting to \$225,000.00 are added to the contract price.

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 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 \$750,000; and
- e) The Chief Procurement Officer and Real Estate and Facilities Management General Manager are recommended to be authorized to execute and deliver all legal documents on behalf of the City.
- f) The Bid Committee's approval is pre-contract execution, the final contract terms may vary subject to final negotiations and contract execution

DECISION

The Bid Committee approved the entry into a contract in relation to PS20180362 – Contractor for Park Washroom Renovation with Parkwood Construction Ltd., under the authority of the City's Procurement Policy ADMIN-008.