



BID COMMITTEE REPORT

Meeting Date: September 13, 2018
Contact: Nick Kassam
Contact No.: 604 829 2097

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with R.F. Binnie & Associates Ltd, in relation to Request for Proposals ("RFP") PS20180581 - Consultant for Design and Construction Management for Three Pump Station Replacements.

The Chief Procurement Officer recommends that the Bid Committee approve the entry into the following contract, under the authority of the City's Procurement Policy ADMIN-008 (subject to final negotiations).

Solicitation Number:	RFP PS20180581 - Consultant for Design and Construction Management for Three Pump Station Replacements.
Description of the Goods or Service:	On behalf of the Sewer & Drainage Design Branch of Engineering Services, the successful consultant will provide services for the conceptual and detailed designs of three pump stations. They will also perform construction monitoring services. This work is for the replacement of the existing Dunbar, Raymur and Jericho pump stations.
Recommended Vendor:	R.F. Binnie & Associates Ltd
Contract Term and Contract Price:	The total estimated contract price is \$1,035,840.00 plus applicable taxes, to complete the work by October 15, 2021. The initial award is for \$237,737.00 plus applicable taxes to support approved available funding within the 2015-18 Multi Year Capital Budget.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	May 25, 2018
Notices Sent:	Supply Chain Management (“SCM”) sent notices to eight known vendors.
Closing Date:	June 21, 2018
Responses Received:	AECOM Canada Ltd
	Aplin & Martin Consultants Ltd
	McElhanney Consulting Services Ltd
	R.F. Binnie & Associates Ltd
	Water Street Engineering Ltd

Evaluation Criteria	Evaluation Weighting
Technical	70%
Financial	25%
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 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 due to the value being in excess of \$750,000; and
- e) The Chief Procurement Officer and General Manager, Engineering Services 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, and 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 RFP PS20180581 - Consultant for Design and Construction Management for Three Pump Station Replacements with R.F. Binnie & Associates Ltd, under the authority of the City's Procurement Policy ADMIN-008.