



BID COMMITTEE REPORT

Meeting Date: September 10, 2019
 Contact: Alexander Ralph
 Contact No.: 604 829 2092

TO: Bid Committee
 FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Rust Investment Ltd. (dba Shangri-La Landscaping), in relation to ITT PS20190335– Contractor for Cedar Cottage Park Renewal.

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:	PS20190335 – ITT Contractor for Cedar Cottage Park Renewal
Description of the Goods or Service:	Upgrades to Cedar Cottage Park including sports court and playground.
Recommended Vendor:	Rust Investment Ltd. (dba Shangri-La Landscaping)
Contract Term and Total Contract Price:	The estimated term of the contract is 4 months or until services are completed. The contract price is \$765,642.64, plus applicable taxes.

PROCUREMENT SUMMARY

Date of Issuance of ITT:	July 25, 2019		
Notices Sent:	Supply Chain Management advertised the ITT on the City of Vancouver and the BC Bid websites and email notices were sent to 6 vendors. A site meeting was held on August 1, 2019 and representatives from 4 companies attended.		
Closing Date:	August 22, 2019		
Responses Received:	Canadian Landscape and Civil Services Ltd.	Price:	\$977,705.00
	Cedar Crest Lands BC Ltd.		\$1,449,400.00
	Rust Investments Ltd. (dba Shangri-La Landscaping		\$765,642.64
	TGK Irrigation Ltd.		\$915,813.00
	Wilco Civil Inc.		\$997,050.00
Department:	Supply Chain Management; and Park Board, with the assistance of Legal Services.		

COMMENTS

For the recommended contract, the following requirements have been met:

- The solicitation documents were publicly advertised in accordance with the City's Procurement Policy ADMIN-008;
- 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;
- Financial Planning & Analysis and the applicable business unit have reviewed and concur on the budget and recommendation;
- Bid Committee approval authority exists, as outlined in the City's Procurement Policy ADMIN-008 due to the value being in excess of \$750,000.00; and
- The Director of Legal Services, Chief Procurement Officer and General Manager, Malcolm Bromley, to be authorized to execute and deliver all legal documents on behalf of the City.
- 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 ITT PS20190335 – Contractor for Cedar Cottage Park Renewal with Rust Investment Ltd. (dba Shangri-La Landscaping), under the authority of the City's Procurement Policy ADMIN-008.