



BID COMMITTEE REPORT

Meeting Date: April 23, 2020
 Contact: Alexander Ralph
 Contact No.: 604 829 2097

TO: Bid Committee
 FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Foreman Equipment Ltd., 31244 South Fraser Way, Abbotsford, BC V2T 6L5, in relation to Request for Proposal - PS No. 20190430 – Supply and Delivery of a Material Screener.

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:	PS20190430 - Request for Proposal
Description of the Goods or Service:	Supply and Delivery of a Material Screener for Vancouver Landfill (VLF)
Recommended Vendor:	Foreman Equipment Ltd. (Foreman)
Contract Term and Estimated Contract Value:	The recommended term of the contract is three years. The estimated contract price is \$1,008,200 , plus applicable taxes, for this one-time buy.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	April 30, 2019
Notices Sent:	Supply Chain Management (SCM) sent notices to three (3) vendors
Closing Date:	May 28, 2019
Responses Received:	Foreman Equipment Ltd. Frontline Machinery Ltd.

Evaluation Criteria	Evaluation Weighting
Technical & Sustainability	65%
Financial	35%
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 and 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 ADMIN-008 due to the value being in excess of \$750,000; and
- e) The Director of Legal Services, Chief Procurement Officer and General Manager, Engineering Services 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 PS20190430 – Supply and Delivery of a Material Screener with Foreman Equipment Ltd., under the authority of the City's Procurement Policy ADMIN-008.