



BID COMMITTEE REPORT

Meeting Date: June 25, 2020
 Contact: Alexander Ralph
 Contact No.: 604 829 2092

TO: Bid Committee
 FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with SCI Quest (dba 'Jaggaer'), located at 100-3020 Carrington Mill Boulevard., Morrisville, North Carolina, USA in relation to Request for Proposals PS20190647 – Provision of an e-Sourcing Solution.

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:	PS20190647 - Request for Proposal
Description of the Goods or Service:	Provision of an e-Sourcing solution for Supply Chain Management, inclusive of software (vendor management and sourcing functionalities), implementation services, and ongoing support and maintenance
Recommended Vendor:	Jaggaer
Contract Term and Estimated Contract Value:	The recommended term of the contract is 10 years, with the option to extend for five (5) additional one-year terms. The estimated contract price is \$1,938,500 plus applicable taxes, over the initial 10-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	July 27, 2019
Notices Sent:	Supply Chain Management sent notices to 22 proponents.
Closing Date:	August 6, 2019
Responses Received:	Jaggaer ¹
	Nitor
	SAP
	e-Procurement

¹Jaggaer response includes Deloitte as a sub-contractor for implementation & ongoing support services.

Evaluation Criteria	Evaluation Weighting
Technical	70%
Financial	30%
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;
- e) The Category Manager, Chief Procurement Officer and General Manager, Finance, Risk and Supply Chain Management 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 PS20190647 Provision of an e-Sourcing Solution with Jaggaer , under the authority of the City’s Procurement Policy ADMIN-008