



BID COMMITTEE REPORT

Meeting Date: January 30, 2020
Contact: Alexander Ralph
Contact No.: 604 829 2092

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Nova Pole International Inc., 2579 188TH Street Surrey V3Z 2A1, in relation to Request for Proposal PS 20191104 - Supply and Delivery of Street Lighting and Traffic Signal Poles.

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 provided that such contract shall not be entered into until it is also approved by Council, as required by such policy (subject to final negotiations).

Solicitation Number:	PS20191104 Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Street Lighting and Traffic Signal Poles
Recommended Vendor:	Nova Pole International Inc.
Contract Term and Estimated Contract Value:	The recommended term of the contract is three years, with the option to extend for two additional two-year terms. The estimated contract price is \$5,529,853.00 plus applicable taxes, over the initial three (3) - year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	September 6 th , 2019
Notices Sent:	Supply Chain Management sent notices to three (3) proponents.
Closing Date:	October 10, 2019
Responses Received:	Nova Pole International Inc.
	Valmont West Coast Engineering
	Quality Pole Inc.

Evaluation Criteria	Evaluation Weighting
Technical	45%
Financial	45%
Sustainability	10%
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 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 Supply and Delivery of Street Lighting and Traffic Signal Poles with Nova Pole International Inc., under the authority of the City's Procurement Policy ADMIN-008, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.