



BID COMMITTEE REPORT

Meeting Date: February 27, 2020.
Contact: Alexander Ralph
Contact No.: 604 829 2092

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with **Division 15 Mechanical Ltd. with office address at 6582 144 Street, Surrey, British Columbia**, in relation to PS20191519 - Invitation to Tender for Contractor for Buried District Heating Piping at the Neighbourhood Energy Utility.

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:	PS20191519 – Invitation to Tender
Description of the Goods or Service:	Working with an internal City crew for the civil work, the Contractor shall provide the supply and mechanical installation of materials, including all labour, equipment, and tools related to the NEU Expansion, all in accordance with the drawings and specifications, and for the prices tendered. The one exception is that the materials for the buried piping (pipe, fittings and accessories) will be Owner-supplied.
Recommended Vendor:	Division 15 Mechanical Ltd.
Contract Term and Contract Value:	The recommended term of the contract is 1 year. The contract price is \$998,800.00 plus applicable taxes, over the term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of ITT:	December 13, 2019	
Notices Sent:	Supply Chain Management sent notices to 10 proponents.	
Closing Date:	February 6, 2020	
Responses Received:	<i>Vendor Name</i>	<i>Price (excluding GST)</i>
	Division15 Mechanical Ltd.	\$998,800.00
Department:	Supply Chain Management and Engineering	

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 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 Chief Procurement Officer and General Manager of Engineering to be authorized to execute and deliver all legal documents on behalf of the City; and
- f) The Bid Committee approval is prior to 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 the NEU Buried District Heating Piping with Division 15 Mechanical Ltd., under the authority of the City's Procurement Policy ADMIN-008.