



## BID COMMITTEE REPORT

Meeting Date: November 5, 2020  
Contact: Alexander Ralph  
Contact No.: 604 829 2092

TO: Bid Committee  
FROM: Chief Procurement Officer

### RECOMMENDATION

Recommendation to enter into a contract with McRae's Environmental Services Ltd., in relation to Request for Proposal - PS20200477 - In Respect of Sewers CCTV Inspection Services.

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:                        | PS20200477 - Request for Proposal   |
| Description of the Goods or Service:        | In Respect of Sewers CCTV Inspection Services.  |
| Recommended Vendor:                         | McRae's Environmental Services Ltd.   |
| Contract Term and Estimated Contract Value: | The recommended term of the contract is 3 years, with the option to extend for two additional 2-year terms.<br>The estimated contract price is \$1,591,335 plus applicable taxes, over the initial 3-year term of the contract. |

## PROCUREMENT SUMMARY

|                          |   |
|--------------------------|---|
| Date of Issuance of RFP: | July 22, 2020   |
| Notices Sent:            | Supply Chain Management sent notices to 7 Proponents. |
| Closing Date:            | August 20, 2020                                       |
| Responses Received:      | A & A Testing Ltd. (A&A)                              |
|                          | ABC Pipe Cleaning Services Ltd. (ABC)                 |
|                          | Dougness Holdings Ltd. (Dougness)                     |
|                          | McRae's Environmental Services Ltd. (McRae's)         |

| Evaluation Criteria | Evaluation Weighting |
|---------------------|----------------------|
| Technical           | 45%                  |
| Financial           | 50%                  |
| Sustainability      | 5%                   |
| 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 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 Request for Proposal - PS20200477 - In Respect of Sewers CCTV Inspection Services with McRae's, under the authority of the City's Procurement Policy ADMIN-008.