



## BID COMMITTEE REPORT

Meeting Date: April 15, 2021  
Contact: Alexander Ralph  
Contact No.: 604 829 2092

TO: Bid Committee  
FROM: Chief Procurement Officer

### RECOMMENDATION

Recommendation to enter into a contract with Schnitzer Steel Canada Ltd. 12195 Musqueam Drive, Surrey, B.C., V3V 3T2, in relation to the RFQ Processing and Marketing of Scrap Metal PS20200606.

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:	PS20200606 (RFQ) Request For Quotation
Description of the Goods or Service:	Processing and Marketing of Scrap Metal
Recommended Vendor:	Schnitzer Steel Canada Ltd.
Contract Term and Estimated Contract Value:	The recommended term of the contract is 3 years, with the option to extend for 3 additional two-year terms. The estimated contract revenue is \$2,408,910 plus applicable taxes, over the initial 3-year term of the contract.

## PROCUREMENT SUMMARY

Date of Issuance of RFQ:	December 1 <sup>st</sup> , 2020
Notices Sent:	Supply Chain Management sent notices to 4 proponents.
Closing Date:	January 14 <sup>th</sup> , 2021
Responses Received:	Schnitzer Steel Canada Ltd.
	ABC Recycling
	Richmond Steel Recycling

## 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 also proposing the highest revenue 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 and Council approval is required under the City's Procurement Policy ADMIN-008 due to the value being in excess of \$2 million;
- e) The Director of Legal Services, 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 RFQ PS20200606 Processing and Marketing of Scrap Metal with Schnitzer Steel Canada Ltd., 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.

