



## BID COMMITTEE REPORT

Meeting Date: November 12, 2020  
Contact: Alexander Ralph  
Contact No.: 604 829 2092

TO: Bid Committee  
FROM: Chief Procurement Officer

### RECOMMENDATION

Recommendation to enter into a contract with Diamond and Schmitt Architects Incorporated with office address at 1050 W Pender St., Suite 2010, Vancouver, BC V6E 3S7, in relation to Request for Proposal PS20201064 Marpole-Oakridge Community Centre Consulting 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 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:	PS20201064 - Request for Proposal Marpole-Oakridge Community Centre Consulting Services
Description of the Goods or Service:	To engage an architect-led professional consulting team to design and develop a new Marpole-Oakridge Community Centre and Outdoor Pool at Oak Park comprising a variety of recreational, social and support spaces, child care and out-of-school care, and an outdoor pool providing leisure and lap swimming.
Recommended Vendor:	Diamond and Schmitt Architects Inc.
Contract Term and Contract Value:	The Agreement will expire when the services that are to be provided are completed, which the City expects will take approximately five to six years. The contract price is \$4,781,295.00 excluding GST.

## PROCUREMENT SUMMARY

Date of Issuance of RFP:	September 9, 2020
Notices Sent:	Supply Chain Management sent notices to 5 pre-qualified Proponents as a result of RFEOI PS20200479
Closing Date:	October 15, 2020
Responses Received:	Diamond Schmitt Architects Inc. Francl Architecture PUBLIC Architecture SHAPE Architecture
Department	Supply Chain Management, and Real Estate and Facilities Management Department with the assistance of Legal Services

\*Note: 1 Proposal was submitted late and was not accepted.

Evaluation Criteria	Evaluation Weighting
Technical	65%
Financial	30%
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 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 and Council approval is required under the City's Procurement Policy ADMIN-008 due to the value being in excess of \$2 million; and
- e) The Director of Legal Services, Chief Procurement Officer and General Manager of Real Estate and Facilities Management 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 PS20201064 Marpole-Oakridge Community Centre Consulting Services with Diamond and Schmitt Architects 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