



## BID COMMITTEE REPORT

Meeting Date: October 21, 2021  
Contact: Alexander Ralph  
Contact No.: 604 829 2092

TO: Bid Committee  
FROM: Chief Procurement Officer

### RECOMMENDATION

Recommendation to enter into a contract with eleven (11) vendors (please see attached list) in relation to Request for Applications PS No. 20201334 – Management Consultant 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:	Request for Applications PS No. PS20201334
Description of the Goods or Service:	Management Consultant Services
Recommended Vendor:	Please see attached list of 11 vendors pre-qualified for one or more categories.
Contract Term and Estimated Contract Value:	The recommended term of the contract is 3 years.  The estimated contract price is \$1,200,000, plus applicable taxes, over the initial 3-year term of the contract.

## PROCUREMENT SUMMARY

Date of Issuance of RFA:	May 12, 2021
Notices Sent:	Supply Chain Management sent notices to 12 proponents.
Closing Date:	June 17, 2021
<i>Responses Received from 18 proponents:</i>	Beyond Programs Ltd.
	Blackline Consulting
	Cascadia Partners
	Company 360
	Complex Projects Consulting Inc.
	Deetken Enterprises Inc.
	Deloitte LLP
	Ernst & Young LLP
	KPMG LLP
	Meira Consulting Inc.
	MNP LLP
	P1 Consulting Inc.
	PricewaterhouseCoopers LLP
	RAM Engineering Ltd.
	RSM Canada Consulting Lp
Slalom	
WMC (Western Management Consultants)	
WSP Canada Inc.	

Evaluation Criteria	Evaluation Weighting
Technical	70%
Financial	25%
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 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 Director, Business Planning and Project Support (BPPS) to be authorized to execute and deliver all legal documents on behalf of the City; and
- 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 PS20201334 – Management Consultant Services with eleven vendors (please see attached list, subject to final negotiations), under the authority of the City's Procurement Policy ADMIN-008.