



BID COMMITTEE REPORT

Meeting Date: December 9, 2021
 Contact: Alexander Ralph
 Contact No.: 604 829 2092

TO: Bid Committee
 FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with First Truck Centre Vancouver, 18688 96th Avenue, Surrey, British Columbia, V4N 3P9, in relation to Request for Proposal - PS No.20210770 – Supply and Delivery of Tandem Axle Cab and Chassis.

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:	PS20210770 - Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Tandem Axle Cab and Chassis for Engineering Services.
Recommended Vendor:	First Truck Centre Vancouver
Contract Term and Estimated Contract Value:	The recommended term of the contract is five (5) years, with the option to extend for two (2) additional one-year terms. The estimated contract price is \$991,200.00, plus applicable taxes, over the initial three-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	August 13, 2021
Notices Sent:	Supply Chain Management sent notices to four (4) proponents.
Closing Date:	September 21, 2021
Responses Received:	First Truck Centre Vancouver The Lion Electric Company

Evaluation Criteria	Evaluation Weighting
Technical	60%
Financial	35%
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;
- e) The Director of Legal Services, Chief Procurement Officer and General Manager, Engineering Services 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 PS20210770 – Supply and Delivery of Tandem Axle Cab and Chassis with First Truck Centre Vancouver, under the authority of the City's Procurement Policy ADMIN-008.