



## BID COMMITTEE REPORT

Meeting Date: March 10, 2022  
Contact: Alexander Ralph  
Contact No.: 604 829 2092

TO: Bid Committee  
FROM: Chief Procurement Officer

### RECOMMENDATION

Recommendation to enter into a contract with C Keay Investments Ltd. – DBA Ocean Trailer, 9076 River Rd, Delta, BC V4G 1B5, in relation to Request for Proposal - PS20210771 – Supply and Delivery of Tridem-Axle Walking Floor Trailers.

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 Proposal – PS20210771
Description of the Goods or Service:	Supply and Delivery of Tridem-Axle Walking Floor Trailers for Engineering Services.
Recommended Vendor:	C Keay Investments Ltd. – DBA Ocean Trailer
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 \$2,194,060, plus applicable taxes, over the initial five-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:	Ocean Trailer
	Tycrop Trailers
	Wilkens Industries

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 PS20210771 – Supply and Delivery of Tridem-Axle Walking Floor Trailers with C Keay Investments Ltd. – DBA Ocean Trailer, Delta, BC, under the authority of the City's Procurement Policy ADMIN-008.