



BID COMMITTEE REPORT

Meeting Date: May 26, 2022
 Contact: Alexander Ralph
 Contact No.: 604-829-2092

TO: Bid Committee
 FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into contracts in relation to Request for Quotation (“RFQ”) PS 20220038 – Supply and Delivery of PVC Pipe and Fittings with the following two vendors:

	Vendor Name	Address
1	EMCO Corporation	20003 100a Avenue, Langley, BC, V1M 3G4
2	Flocor Inc.	7168 Progress Way, Delta, BC V4G 1J2

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:	PS20220038 Request for Quotation				
Description of the Goods or Service:	Supply and Delivery of PVC Pipe and Fittings				
Recommended Vendor:	1. EMCO Corporation (“EMCO”) 2. Flocor Inc. (“Flocor”)				
Contract Term and Estimated Contract Value:	The recommended term of the contract is one (1) year, with an option to extend each for 4 additional one-year terms. The estimated total for the two contracts recommended for award is \$2,995,933, with the following breakdown: <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">EMCO Corporation</td> <td style="text-align: right;">\$1,491,194</td> </tr> <tr> <td>Flocor Inc</td> <td style="text-align: right;">\$1,504,739</td> </tr> </table> plus applicable taxes, over the initial one (1) - year term of the contract.	EMCO Corporation	\$1,491,194	Flocor Inc	\$1,504,739
EMCO Corporation	\$1,491,194				
Flocor Inc	\$1,504,739				

PROCUREMENT SUMMARY

Date of Issuance of RFQ:	March 04, 2022
Notices Sent:	Supply Chain Management sent notices to eight (8) proponents.
Closing Date:	March 31, 2022
Responses Received:	EMCO Corporation
	Flocor Inc.

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 vendors offering the best value, which is also 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 Category Manager, Chief Procurement Officer and General Manager of 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 contracts in relation to Request for Quotation PS20220038 Supply and Delivery of PVC Pipe and Fittings with EMCO Corporation and Flocor Inc., under the authority of the City's Procurement Policy ADMIN-008.