



BID COMMITTEE REPORT

Meeting Date: January 19, 2023
Contact: Alexander Ralph
Contact No.: 604 829 2092

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with:

GHD Limited
100-138 East 7th Avenue
Vancouver, British Columbia
V5T 1M6

in relation to PS20220048-ENG-RFP Consultant for Trenchless Sewer Design and Contract Administration.

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:	PS20220048-ENG-RFP Consultant for Trenchless Sewer Design and Contract Administration
Description of the Goods or Service:	Prime Consultant for Trenchless Sewer Design and Contract Administration
Recommended Vendor:	GHD Limited
Contract Term and Estimated Contract Value:	<p>The recommended term of the contract is approximately three (3) years, with the option to extend for two (2) additional one (1) year terms.</p> <p>The estimated contract price is \$1,586,464.00, plus applicable taxes, over the initial three (3) year term of the contract.</p>

PROCUREMENT SUMMARY

Date of Issuance of RFP:	September 29, 2022
Notices Sent:	Supply Chain Management sent notices to six (6) potential proponents.
Closing Date:	November 14, 2022
Responses Received:	GHD Limited R.F. Binnie & Associates Ltd.

Evaluation Criteria	Evaluation Weighting
Technical	55%
Financial	40%
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 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 the Engineering Services Department 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 PS20220048-ENG-RFP Consultant for Trenchless Sewer Design and Contract Administration with GHD Limited, under the authority of the City's Procurement Policy ADMIN-008.