



BID COMMITTEE REPORT

Meeting Date: November 2, 2023.
 Contact: Alexander Ralph
 Contact No.: 604 829 2092

TO: Bid Committee
 FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into contracts with 1) On Side Restoration Services Ltd., 3157 Grandview Highway Vancouver, BC V5M 2E9 and 2) 305466 BC Ltd. o/a ServiceMaster for Vancouver Disaster Restoration and Wyatt Holdings Inc., Suite 100 – 8155 North Fraser Way, Burnaby, BC V5J 5M8 in relation to Request for Proposal PS20230107-REFM-RFP - Emergency Restoration Contractor 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).

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| Solicitation Number: | Request for Proposal PS20230107-REFM-RFP |
| Description of the Goods or Service: | Emergency Restoration Contractor Services for Real Estate and Facilities Management |
| Recommended Vendors: | 1) On Side Restoration Services Ltd., “On Side” and; 2) 305466 BC Ltd. o/a ServiceMaster for Vancouver Disaster Restoration and Wyatt Holdings Inc., “ServiceMaster” |
| Contract Term and Estimated Contract Value: | The recommended term of the contract is 3 years, with the option to extend for 2 additional three-year terms. The estimated contract price is \$1,500,000.00, plus applicable taxes, over the initial 3-year term of the contract. |

PROCUREMENT SUMMARY

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| Date of Issuance of RFP: | April 4, 2023 |
| Notices Sent: | Supply Chain Management sent notices to 6 proponents. |
| Closing Date: | May 4, 2023 |
| Responses Received: | On Side Restoration Services Ltd. "On Side" |
| | 305466 BC Ltd. dba ServiceMaster for Vancouver Disaster Restoration and Wyatt Holdings Inc., "ServiceMaster" |
| | Canstar Restorations GP Inc. "Canstar" |
| | Belfor (Canada) Inc. "Belfor" |
| | FirstOnSite Restoration Limited "FirstOnSite" |

| Evaluation Criteria | Evaluation Weighting |
|---------------------|----------------------|
| Technical | 45 |
| Financial | 50 |
| Sustainability | 5 |
| Interview | 25 |
| Total | 125 |

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 the highest-scoring vendors 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, Real Estate and Facilities Management 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 PS20230107-REFM-RFP with On Side and ServiceMaster, under the authority of the City's Procurement Policy ADMIN-008.