



BID COMMITTEE REPORT

Meeting Date: July 27, 2023
Contact: Alexander Ralph
Contact No.: 604 829 2092

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with TK Elevator (Canada) Ltd. in relation to Request for Proposal PS20230333-REFM-RFP - Maintenance & Repair Services of Citywide Elevating Devices.

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 PS20230333-REFM-RFP
Description of the Goods or Service:	Maintenance & Repair Services of Citywide Elevating Devices
Recommended Vendor:	TK Elevator (Canada) Ltd.
Contract Term and Estimated Contract Value:	The recommended term of the contract is 3 years, with the option to extend for two (2) additional three-year terms. The estimated contract price is \$1,686,030 plus applicable taxes, over the initial three-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	April 21, 2023
Notices Sent:	Supply Chain Management sent notices to 10 proponents.
Closing Date:	May 30, 2023
Responses Received:	Fujitec Canada Inc. ("Fujitec")
	Kone Inc. ("Kone")
	Metro Atta Elevator Ltd. ("Metro Atta")
	Otis Canada, Inc. ("Otis")
	Richmond Elevator Maintenance Ltd. ("Richmond")
	Schindler Elevator ("Schindler")
	TK Elevator (Canada) Ltd. ("TKE")

Evaluation Criteria	Evaluation Weighting
Technical	50%
Financial	45%
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 technical 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, Real Estate, Environment & Facility 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 a contract in relation to PS20230333-REFM-RFP-Maintenance & Repair Services of Citywide Elevating Devices with TK Elevator (Canada) Ltd., under the authority of the City's Procurement Policy ADMIN-008.