



BID COMMITTEE REPORT

Meeting Date: February 6, 2025
Contact: Alexander Ralph
Contact No.: 604 829 2092

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Weber Supply Company Inc. located at 21500 Westminster Hwy, Richmond, BC V6V 2V1 for Supply and Delivery of Personal Protective Equipment ("PPE").

Solicitation Number:	Request for Proposal PS20230445-ENG-RFP
Description of the Goods or Services:	Supply and Delivery of Personal Protective Equipment ("PPE")
Recommended Vendor:	Weber Supply Company Inc. ("Weber")
Contract Term and Estimated Contract Value:	The recommended term of the contract is three (3) years, with the City's unilateral option to extend for three additional two (2)-year terms. The estimated contract value is \$3,136,476, plus applicable taxes, over the initial three (3)-year term of the contract. The estimated contract value for the entire potential nine (9)-year term, including all possible extension terms, is \$9,409,430, plus applicable taxes.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	October 1, 2024
Notices Sent:	Supply Chain Management sent notices to 9 proponents.
Closing Date:	November 5, 2024
Responses Received:	Acklands-Grainger Inc. ("Acklands")
	Brogan Fire & Safety ("Brogan")
	HTT Safety N More Inc. ("HTT")
	Hazmasters Inc ("Hazmasters")
	Western Equipment Ltd ("Western")
	Weber Supply Company Inc. ("Weber")
	Young Wave Holdings Ltd ("Young Wave")

Evaluation Criteria	Evaluation Weighting
Technical	46%
Financial	46%
Sustainability	8%
Total	100%

COMMENTS

The recommended contract meets the following requirements:

- a) The City advertised the procurement in accordance with the City's Procurement Policy (ADMIN-008);
- b) The proposed vendor offers the best value and scores the highest and offered the competitive compliant price, which City staff calculated in accordance with the criteria, factors, and methods stated in the City's solicitation documents;
- c) The City's Financial Planning & Analysis department and the client business unit reviewed and concurred on the procurement budget and the selection of the proposed vendor;
- d) Pursuant to the City's Procurement Policy (ADMIN-008), the Bid Committee and Council have authority to approve the contract because the total price is greater than \$3,000,000;
- e) If Bid Committee approves this report and Council subsequently approves a related Council Report, the City's Category Manager, Director of Legal Services, Chief Procurement Officer, and General Manager of Engineering Services

Department will have the authority to negotiate, execute, and deliver all legal documents for this procurement on behalf of the City; and

- f) As the Bid Committee approval is a pre-contractual award, the terms and conditions of the final agreement may vary as a result of the negotiation with the proposed vendor.

DECISION

Pursuant to the City's Procurement Policy (ADMIN-008), the Bid Committee approved the contract with Weber Supply Company Inc. for the Supply and Delivery of Personal Protective Equipment under PS20230445-ENG-RFP. The contract will not be executed until it is approved by Council