



**BID COMMITTEE
RECOMMENDATION**

Meeting Date: June 6, 2024
 Contact: Alexander Ralph
 Contact No.: 604 829 2092

TO: Bid Committee
 FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into three (3) separate contracts in relation to the City’s Request for Proposals (“RFP”) PS20240683-ENG-RFP - Supply and Delivery of Water Meters and Water Meter Assemblies with

- (i) KTI Limited, located at 33 Isaacson Cres., Aurora, Ontario, L4G 0A4;
- (ii) FlowSystems Distribution Inc., located at 108-3310 Carrington Road, West Kelowna, BC, V4T 0G6;
- (iii) Fred Surridge Ltd., located at 11871 Machrina Way, Richmond, BC V7A 4V3.

Solicitation Number:	Request for Proposal PS20240683-ENG-RFP
Description of the Goods or Service:	Supply and Delivery of Water Meters and Water Meter Assemblies
Recommended Vendor:	(1) KTI Limited (“KTI”) for Water Meters; (2) FlowSystems Distribution Inc. (“FlowSystems”) for Water Meters; (3) Fred Surridge Ltd. (“Fred Surridge”) for Water Meter Assemblies
Contract Term	The recommended term for each of the contracts is three (3) years, with the City’s unilateral option to extend for three (3) additional two (2)-year term[s].

Estimated Contract Value	<p>The estimated contract value with for the three recommended contracts is \$4,759,223 plus applicable taxes, over the initial three (3)-year term.</p> <p>The estimated total value for the three contracts for the entire potential nine (9)-year term, including all possible extension terms, is \$14,277,669, plus applicable taxes.</p>
	<p>The estimated contract value with KTI Limited is \$765,795, plus applicable taxes, over the initial three (3)-year term of the contract.</p> <p>The estimated contract value with KTI Limited for the entire potential nine (9)-year term, including all possible extension terms, is \$2,297,385, plus applicable taxes.</p>
	<p>The estimated contract value with FlowSystems Distribution Inc. is \$1,648,243, plus applicable taxes, over the initial three (3)-year term of the contract.</p> <p>The estimated contract value with FlowSystems Distribution Inc. for the entire potential nine (9)-year term, including all possible extension terms, is \$4,944,729, plus applicable taxes.</p>
	<p>The estimated contract value with Fred Surridge Ltd. is \$2,345,185, plus applicable taxes, over the initial three (3)-year term of the contract.</p> <p>The estimated contract value with Fred Surridge Ltd. for the entire potential nine (9)-year term, including all possible extension terms, is \$7,035,555, plus applicable taxes.</p>

PROCUREMENT SUMMARY

Date of Issuance of RFP:	March 4, 2024
Notices Sent:	Supply Chain Management sent notices to ten (10) known proponents.
Closing Date:	April 4, 2024
Responses Received:	<u>Vendor Name / Brand of Meter:</u>
	Elster Solutions Canada, Inc. ("Elster") /evoQ4 Meter

	KTi Limited (“KTI”) / Sensus Meter
	Flocor Inc. (“Flocor”) / Neptune Meter
	FlowSystems Distribution Inc. (“FlowSystems”) / Neptune Meter
	Iconix Waterworks (“Iconix”) / Mueller Meter
	Fred Surridge Ltd. (“Fred Surridge”) / Mueller Meter
	Western Water and Gas Products Ltd. (“Western Water”) / Master Meter
Departments:	Supply Chain Management; and Engineering Services - Waterworks Design

Evaluation Criteria	Evaluation Weighting
Technical	45%
Financial	50%
Sustainability	5%
Total	100%

COMMENTS

The recommended contracts meet the following requirements:

- a) The City advertised the procurement in accordance with the City's Procurement Policy (ADMIN-008);
- b) The proposed vendors offer the best value and are scored the highest, 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 contracts 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 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 and Council approval is a pre-contractual award, the terms and conditions of the final agreements may vary as a result of the negotiation with the proposed vendors.

DECISION

Pursuant to the City's Procurement Policy (ADMIN-008), the Bid Committee approved the contracts with

- 1) FlowSystems Distribution Inc. for Water Meters;
- 2) KTI Limited for Water Meters;
- 3) Fred Surridge Ltd. for Water Meter Assemblies

Under PS20240683-ENG-RFP - Supply and Delivery of Water Meters and Water Meter Assemblies. The contracts will not be executed until they are approved by Council.