



BID COMMITTEE REPORT

Meeting Date: January 23, 2025
Contact: Alexander Ralph
Contact No.: 604 829 2092

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Interprovincial Traffic Services Ltd. located at Unit 1 – 2153 192 Street, Surrey, B.C., V3Z 3X2 for the Supply and Delivery of 3M™ Raised Pavement Markers.

Solicitation Number:	Request for Quotation PS20240759-ENG-RFQ
Description of the Goods or Services:	Supply and Delivery of 3M™ Raised Pavement Markers
Recommended Vendor:	Interprovincial Traffic Services Ltd. ("ITS")
Contract Term and Estimated Contract Value:	<p>The recommended term of the contract is three (3) years, with the City's unilateral option to extend for three (3) additional two (2)-year terms.</p> <p>The estimated contract value is \$752,400, plus applicable taxes, over the initial three (3)-year term of the contract.</p> <p>The estimated contract value for the entire potential nine (9)-year term, including all possible extension terms, is \$2,257,200 plus applicable taxes.</p>

PROCUREMENT SUMMARY

Date of Issuance of RFQ:	November 15, 2024
Notices Sent:	Supply Chain Management sent notices to 10 proponents
Closing Date:	December 9, 2024
Responses Received:	Interprovincial Traffic Services Ltd. ("ITS")

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 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 authority to approve the contract because the total price is greater than \$1,000,000;
- e) If Bid Committee approves this report, the City's Category Manager, 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 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 Interprovincial Traffic Services Ltd. for the Supply and Delivery of 3M™ Raised Pavement Markers under PS20240759-ENG-RFQ. The contract will not be executed until it is approved by the Bid Committee.