



## BID COMMITTEE REPORT

Meeting Date: August 08, 2024  
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., Unit 1, 2153 – 192nd Street, Surrey, BC V3Z 3X2, in relation to Request for Quotation ("RFQ") PS20240769-ENG-RFQ - Supply and Delivery of Electrical Traffic Control Parts.

Solicitation Number:	Request for Quotation PS20240769-ENG-RFQ
Description of the Goods or Services:	Supply and Delivery of Electrical Traffic Control Parts
Recommended Vendor:	Interprovincial Traffic Services Ltd. ("ITS")
Contract Term and Estimated Contract Value:	<p>The recommended term of the contract is 3 years, with the City's unilateral option to extend for 3 additional 2-year terms.</p> <p>The estimated contract value is \$1,903,980 plus applicable taxes, over the initial 3-year term of the contract.</p> <p>The estimated contract value for the entire potential 9-year term, including all possible extension terms, is \$5,711,940 plus applicable taxes, if all the extension options are executed.</p>

## PROCUREMENT SUMMARY

Date of Issuance of RFQ:	May 29, 2024
Notices Sent:	Supply Chain Management sent notices to 5 proponents
Closing Date:	June 28, 2024
Responses Received:	Interprovincial Traffic Services Ltd. ("ITS") Econolite Canada Inc. ("Econolite")
Departments:	Supply Chain Management; and Engineering Services - Streets Division - Traffic and Electrical Operations Branch

## 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 and Council 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 Solicitor, 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 Electrical Traffic Control Parts under Request for Quotation, PS20240769-ENG-RFQ. The contract will not be executed until it is approved by Council.