



## BID COMMITTEE REPORT

Meeting Date: May 15, 2025  
Contact: Alexander Ralph  
Contact No.: 604 829 2092

TO: Bid Committee  
FROM: Chief Procurement Officer

### RECOMMENDATION

Recommendation to enter into a contract with:

GHD Limited  
138 East 7th Avenue, Suite 100  
Vancouver, British Columbia V5T 1M6

in relation to Request for Proposals No. PS20240929-ENG-RFP - Consultant for Landfill Gas System Design and Contract Administration.

|                                             |                                                                                                                                                                                                                   |
|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Solicitation Number:                        | Request for Proposals No. PS20240929-ENG-RFP - Consultant for Landfill Gas System Design and Contract Administration.                                                                                             |
| Description of the Goods or Services:       | Consulting services for design and contract administration to support the Vancouver Landfill's Routine Gasworks Program.                                                                                          |
| Recommended Vendor:                         | GHD Limited                                                                                                                                                                                                       |
| Contract Term and Estimated Contract Value: | <p>The recommended term of the contract is approximately six (6) years.</p> <p>The estimated contract value is \$3,672,520.43, plus applicable taxes, over the approximate six (6)-year term of the contract.</p> |

## PROCUREMENT SUMMARY

|                          |                                                                        |
|--------------------------|------------------------------------------------------------------------|
| Date of Issuance of RFP: | December 2, 2024                                                       |
| Notices Sent:            | Supply Chain Management sent notices to four (4) potential proponents. |
| Closing Date:            | April 3, 2025                                                          |
| Responses Received:      | GHD Limited                                                            |
|                          | Sperling Hansen Associates Inc.                                        |
|                          | Comcor Environmental Limited                                           |

| Evaluation Criteria | Evaluation Weighting |
|---------------------|----------------------|
| Technical           | 60%                  |
| Financial           | 35%                  |
| Sustainability      | 5%                   |
| 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 scored the highest and offered the lowest 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 the Engineering 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 GHD Limited for consulting services for design and contract administration to support the Vancouver Landfills Routine Gasworks Program under Request for Proposals No. PS20240929-ENG-RFP - Consultant for Landfill Gas System Design and Contract Administration.