



BID COMMITTEE REPORT

Meeting Date: June 19, 2025
Contact: Alexander Ralph
Contact No.: 604 829 2092

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Fred Surridge Ltd., located at 11871 Machrina Way, Richmond, BC, V7A 4V3 in relation to the City's Request for Proposal ("RFP") PS20251137-ENG-RFP - Supply and Delivery of Water Meter Assemblies

Solicitation Number:	Request for Proposal PS20251137-ENG-RFP
Description of the Goods or Service:	Supply and Delivery of Water Meter Assemblies
Recommended Vendor:	Fred Surridge Ltd. ("Fred Surridge")
Contract Term and Estimated Contract Value:	The recommended term for the contract is three (3) years, with the City's unilateral option to extend for three (3) additional two (2)-year term[s]. The estimated contract value is \$1,200,776, 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 \$3,602,328, plus applicable taxes.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	April 23, 2025
Notices Sent:	Supply Chain Management sent notices to five (5) proponents.
Closing Date:	May 15, 2025
Responses Received:	Iconix Waterworks ("Iconix")
	Fred Surridge Ltd. ("Fred Surridge")

Evaluation Criteria	Evaluation Weighting
Technical	45%
Financial	50%
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 lowest compliant price and 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 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 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 contract with Fred Surridge Ltd. for Supply and Delivery of Water Meter Assemblies under PS20251137-ENG-RFP - Supply and Delivery of Water Meter Assemblies. The contract will not be executed until it is approved by Council.