



BID COMMITTEE DECISION REPORT

Meeting Date: February 2, 2017
Contact: Nick Kassam
Contact No.: 604 829 2097

TO: Bid Committee
FROM: Chief Purchasing Official

Entry into two service contracts in relation to Request for Proposals ("RFP") PS20161419 – Supply of Transportation and Recycling Services for Used Mattresses with the following two vendors:

(i) Mattress Recycling:

Pacific Mattress Recycling Inc ("Pacific Mattress") located at 11571 Twigg Place, Richmond BC, V6V 2K7; and

(ii) Mattress Transportation:

Smithrite Disposal Limited ("Smithrite") located at 70 Golden Drive, Coquitlam, BC V3K 6B5.

This item was considered by Bid Committee on February 2, 2017 and was approved without amendment.

COMMITTEE DECISION

The Bid Committee approved the entry into the following contracts, under the authority of the City's Procurement Policy AF-015-01.

Solicitation Number:	Request for Proposals PS20161419
Description of the Goods or Service:	Supply of Transportation and Recycling Services for Used Mattresses.
Recommended Vendor:	Pacific Mattress Recycling Inc for mattress recycling Smithrite Disposal Ltd for mattress transportation .
Contract Term and Estimated Contract Value:	The recommended term of the contract is three years, with the option to extend for 2 additional one-year terms. The estimated contract prices are: <ul style="list-style-type: none">• Recycling \$1,345,500;• Transportation \$132,960; plus applicable taxes, over the initial three-year term of the contract.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	November 24, 2016	
Notices Sent:	Supply Chain Management sent notices to two mattress recyclers and twelve transportation companies.	
Closing Date:	December 13, 2016	
Responses Received – Mattress Recycling:		
Vendor Name	City	
Pacific Mattress Recycling Inc	Richmond, BC	\$1,345,500
Responses Received: - Mattress Transportation		
Vendor Name	City	
Smithrite Disposal Ltd	Coquitlam, BC	\$132,960
Halton Recycling Ltd	Surrey, BC	
Department:	Supply Chain Management and Transfer and Landfill Operations.	

COMMENTS

For the recommended contracts, the following requirements have been met:

- a) The solicitation documents were publicly advertised in accordance with the City's Procurement Policy AF-015-01;
- b) The contracts are proposed to be entered into with the vendors offering the best value, which is also the highest-scoring vendor determined in accordance with the criteria, factors or methods previously disclosed in the public solicitation documents;
- c) Financial Planning & Analysis and the applicable business unit have reviewed and concur on the budget and recommendation;
- d) Bid Committee approval authority exists, as outlined in the City's Procurement Policy AF-015-01 due to the value being in excess of \$500,000;
- e) The Chief Purchasing Official and the General Manager of Engineering Services are recommended to be authorized to execute and deliver all legal documents on behalf of the City. and
- f) The Bid Committee approval is pre-contract award. The final contract information may vary subject to final negotiations and award.

DECISION

The Bid Committee approved the entry into two contracts in relation to Request for Proposal PS20161419 - Supply of Transportation and Recycling Services for Used Mattresses with Pacific Mattress Recycling Inc and Smithrite Disposal Ltd, under the authority of the City's Procurement Policy AF-015-01.