



BID COMMITTEE DECISION REPORT

Meeting Date: April 17, 2015
Contact: Nick Kassam
Contact No.: 604 829 2097

TO: Bid Committee
FROM: Chief Purchasing Official

Entry into a contract in relation to Request for Proposal PS20140815 – Small Equipment Rentals with:

United Rentals
303 Vernon Drive
Vancouver, British Columbia
V6A 3N3

This item was considered by Bid Committee on April 17, 2015 and was approved without amendment.

COMMITTEE DECISION

The Bid Committee approved the entry into the following contract, under the authority of the City's Procurement Policy AF-015-01, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.

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|---|---|
| Solicitation Number: | PS20140815 Request for Proposal |
| Description of the Goods or Service: | Small Equipment Rentals for Engineering - Small Equipment Rentals Department. |
| Recommended Vendor: | United Rentals |
| Contract Term and Estimated Contract Value: | <p>The recommended term of the contract is 3 years, with the option to extend for 2 additional one-year term[s].</p> <p>The estimated contract price is \$2,243,850, plus applicable taxes, over the initial 3-year term of the contract.</p> |

PROCUREMENT SUMMARY

| | | |
|--------------------------|---|-------------|
| Date of Issuance of RFP: | December 2, 2014 | |
| Notices Sent: | Supply Chain Management sent notices to nine (9) proponents. | |
| Closing Date: | January 13, 2015 | |
| Vendor Name: | Cat Rentals | |
| | Pro Tool | |
| | United Rentals | \$2,243,850 |
| Department: | Supply Chain Management; and Engineering Services, with the assistance of Legal Services. | |

COMMENTS

For the recommended contract, 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 contract is proposed to be entered into with the vendor offering the best value, which is also the highest-scoring vendor and the lowest-priced compliant 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 and Council approval is required under the City's Procurement Policy AF-015-01, due to the value being in excess of \$2 million; and
- e) The Director of Legal Services, Chief Purchasing Official and Engineering General Manager are recommended to be authorized to execute and deliver all legal documents on behalf of the City.
- 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 a contract in relation to PS20140815 – Small Equipment Rentals with United Rentals, under the authority of the City's Procurement Policy AF-015-01, provided that such contract shall not be entered into until it is also approved by Council, as required by such policy.