

## BID COMMITTEE REPORT

Meeting Date: August 12, 2021  
 Contact: Alexander Ralph  
 Contact No.: 604 829 2092

TO: Bid Committee  
 FROM: Chief Procurement Officer

### RECOMMENDATION

Recommendation to enter into a contract with United Rentals of Canada Inc., 303 Vernon Drive, Vancouver, BC in relation to Request for Proposal - PS No.20210224 – Small Equipment Rentals.

The Chief Procurement Officer recommends that the Bid Committee approve the entry into the following contract, under the authority of the City's Procurement Policy ADMIN-008 (subject to final negotiations).

Solicitation Number:	PS20210224 - Request for Proposal
Description of the Goods or Service:	Small Equipment Rentals
Recommended Vendors:	United Rentals of Canada Inc.
Contract Term and Estimated Contract Value:	<p>The recommended term of the contract is three years with the option to extend for six additional one-year terms.</p> <p>The estimated contract price is \$1,003,795.02 plus applicable taxes, over the initial three-year term of the contract.</p>

## PROCUREMENT SUMMARY

Date of Issuance of RFP:	March 15, 2021	
Notices Sent:	Supply Chain Management (SCM) sent notices to nine (9) vendors	
Closing Date:	April 20, 2021	
Responses Received:	Vendor	Proposed Price
	United Rentals of Canada Inc.	\$1,003,795.02
	Sunbelt Rentals of Canada	\$1,073,577.21
	Cooper Equipment Rentals*	\$817,505.95
	ProTool Industrial Sales & Service**	N/A
	Direct Equipment West Ltd.***	N/A

\*Pricing based on approx. 75% (173 of 233 items listed in the RFP)

\*\* Pro Tool failed to provide the information required to complete an evaluation and only quoted 54 of the 233 items listed in the RFP

\*\*\*\*\* Direct Equipment West failed to provide the information required to complete an evaluation and only quoted 14 of the 233 items listed in the RFP

Evaluation Criteria	Evaluation Score
Technical, Operational, and Sustainability	40
Financial	60
Total	100

## COMMENTS

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

- The solicitation documents were publicly advertised in accordance with the City's Procurement Policy ADMIN-008;
- The contract is proposed to be entered into with the vendor offering the best value, which is also the highest-scoring vendors determined in accordance with the criteria, factors or methods previously disclosed in the public solicitation documents;
- Financial Planning & Analysis and the applicable business unit have reviewed and concur on the budget and recommendation;
- Bid Committee approval authority exists, as outlined in the City's Procurement Policy ADMIN-008 due to the value being in excess of \$750,000;
- The Chief Procurement Officer and General Manager of Engineering Services to be authorized to execute and deliver all legal documents on behalf of the City; and
- 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 PS20210224 – Small Equipment Rentals with United Rentals of Canada Inc. under the authority of the City's Procurement Policy ADMIN-008.