



BID COMMITTEE REPORT

Meeting Date: November 4, 2021
Contact: Alexander Ralph
Contact No.: 604 829 2092

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Cleartech Industries Inc., 2023 Kingsway Avenue, Port Coquitlam, BC, in relation to Request for Proposals PS20210556 - Supply and Delivery of Pool Chemicals.

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:	PS20210556 – RFP – Supply and Delivery of Pool Chemicals
Description of the Goods or Service:	Supply and Delivery of Pool Chemicals for Reals Estate and Facilities Management and the Park Board.
Recommended Vendor:	Cleartech Industries Inc.
Contract Term and Estimated Contract Value:	<p>The recommended term of the contract is three (3) years, with the option to extend for three (3) additional two-year terms, to a maximum nine (9) years.</p> <p>The estimated contract price is \$1,006,361.43, plus applicable taxes, over the initial three-year term of the contract.</p>

PROCUREMENT SUMMARY

Date of Issuance of RFP:	August 18, 2021
Notices Sent:	Supply Chain Management sent notices to 3 proponents.
Closing Date:	September 16, 2021
Responses Received:	Brenntag Canada Inc.
	Cleartech Industries Inc.
	Westcan Health and Safety Ltd.

Evaluation Criteria	Evaluation Weighting
Technical	40%
Financial	50%
Sustainability	10%
Total	100%

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 ADMIN-008;
- 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 ADMIN-008 due to the value being in excess of \$750,000;
- e) The Category Manager, Chief Procurement Officer and General Manager, Real Estate and Facilities Management 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 a contract in relation to RFP 20210556 – Supply and Delivery of Pool Chemicals with Cleartech Industries Inc, under the authority of the City's Procurement Policy ADMIN-008.