



BID COMMITTEE REPORT

Meeting Date: May 12, 2022
Contact: Alexander Ralph
Contact No.: 604 829 2092

TO: Bid Committee
FROM: Chief Procurement Officer

RECOMMENDATION

Recommendation to enter into a contract with Safetek Emergency Vehicles Ltd., 30686-A Matsqui Place, Abbotsford, British Columbia, V2T 6L4, in relation to Request for Proposal - PS No.20211074 – Supply and Delivery of Medic/Technical Rescue Unit.

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:	PS20211074 - Request for Proposal
Description of the Goods or Service:	Supply and Delivery of Medic/Technical Rescue Unit
Recommended Vendor:	Safetek Emergency Vehicles Ltd.
Contract Term and Estimated Contract Value:	One time purchase The estimated contract price is \$1,218,477.00, plus applicable taxes.

PROCUREMENT SUMMARY

Date of Issuance of RFP:	September 29, 2021
Notices Sent:	Supply Chain Management sent notices to four (4) proponents.
Closing Date:	November 25, 2021
Responses Received:	Safetek Emergency Vehicles Ltd. Commercial Truck Equipment Co. DBA: Commercial Emergency Equipment

Evaluation Criteria	Evaluation Weighting
Technical	60%
Financial	35%
Sustainability	5%
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.
- 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, Engineering Services 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 PS No.20211074 – Supply and Delivery of Medic/Technical Rescue Unit with Safetek Emergency Vehicles Ltd., under the authority of the City's Procurement Policy ADMIN-008.