



## ADMINISTRATIVE REPORT

Report Date: November 27, 2015  
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Meeting Date: February 3, 2016

TO: Standing Committee on City Finance and Services

FROM: General Manager of Engineering Services and Chief Purchasing Official

SUBJECT: Contract Award for Design, Supply, Install, Configure and Maintain Vehicle GPS & Telematics Solution

### **RECOMMENDATION**

- A. THAT Council authorize City staff to negotiate to the satisfaction of the City's General Manager of Engineering Services, City's Director of Legal Services, and the City's Chief Purchasing Official and enter into a contract with Northern Business Intelligence, to Design, Supply, Install, Configure and Maintain a Vehicle GPS & Telematics Solution, for a term of five (5) years, with the option to extend for two (2) additional one (1) year terms, with an estimated contract value of \$3,099,540, plus applicable taxes, over the five-year term.
- B. THAT the Director of Legal Services, Chief Purchasing Official and General Manager of Engineering Services be authorized to execute on behalf of the City the contract contemplated by Recommendation A above.
- C. THAT no legal rights or obligations will be created by Council's adoption of Recommendations A and B above unless and until such contract is executed by the authorized signatories of the City as set out in these Recommendations.

### **REPORT SUMMARY**

The City issued RFP PS20150797 in June 2015 for Design, Supply, Installation, Configuration and Maintenance of a Vehicle GPS & Telematics Solution. The RFP was advertised on both the City of Vancouver website and BC Bid website; the work was called in accordance with the terms and condition of the City's Procurement Policy (AF-015-01). City staff on the RFP evaluation committee and, subsequently, the Bid Committee, have considered the responses received and on that basis recommend that the City negotiate and, if such negotiations are successful, enter into a contract as described above with Northern Business Intelligence.

## ***COUNCIL AUTHORITY/PREVIOUS DECISIONS***

The City's Procurement Policy AF-015-01 requires that contracts with values over \$2 million must be approved by Council following review and recommendations by the Bid Committee. The Bid Committee has considered, and recommended Northern Business Intelligence as the successful proponent.

## ***REPORT***

### ***Background/Context***

To assist City business units to address various sustainability and operational (including safety) initiatives, a coordinated effort of vehicle location and telematics is required from a single vehicle GPS and Telematics platform. The data provided from this standardized GPS platform will enable the City to make operational improvements to reduce greenhouse gas emissions, the amount of fuel consumed and kilometers travelled.

The purpose of the RFP was to identify suppliers with a demonstrated capability to supply the City's GPS requirements over the term of the contract with competitive pricing and able to meet the City's service requirements.

### ***Strategic Analysis***

The RFP was issued in the accordance with City's Procurement Policy (AF-015-01). The City received responses from thirteen (13) firms in response to the RFP: Advantage Asset Tracking, BMS Wireless Inc., Contigo Systems, Cypress Solutions, DataTrail Corp, Fleetistics, Go Fleet, GPS Insight LLC, Northern Business Intelligence, Telus Communications Company, Vecima Networks Inc., Webtech Wireless Inc. and Zonar Systems, Inc. The responses were evaluated through the work of an evaluation team comprised of representatives from Engineering Services, Driver Services, Vancouver Services Review and IT Services under the stewardship of Supply Chain Management to ascertain if the responses offered good overall value to the City; both quantitative and qualitative factors were evaluated.

Some of the criteria considered in the overall evaluation process included:

- Company profile
- Experience
- Proposed Scope of Work
- Key Personnel, References & Subcontractors
- Meeting Technical & Functional Requirements
- Project schedule & Work Plan
- Sustainability
- Demonstration of Capabilities
- Meeting Detailed Security & Cloud Hosting Requirements
- Financial Offering - Total Cost of Ownership

Based on the overall evaluation, the team concluded that the proposal submitted by Northern Business Intelligence best met the City's requirements and provided best overall value to the City. The proposed contract with Northern Business Intelligence includes a hardware and installation component and an ongoing operating cost component covering the full implementation of the Vehicle GPS & Telematics Solution.

### *Financial Implications*

Finance has reviewed and confirmed that funding will be available to support the full estimated contract value of \$3,099,540: initial hardware and installation of GPS units estimated at approximately \$815,000 will be funded from the 2015-2018 multi-year capital project budget for Fleet GPS and ongoing operating costs, primarily browser fees, estimated at \$456,900 per year, or \$2,284,000 over the five year term of the contract, will be funded from savings from current GPS browser fees and from annual fuel savings.

### *Legal*

The City's Procurement Policy requires that all contracts that have been awarded by Bid Committee plus Council will be signed by the Director of Legal Services.

### **CONCLUSION**

In summary, City staff recommends that the City of Vancouver negotiate and enter into a five-year contract, with the option to extend the contract for 2 additional one-year term(s), with Northern Business Intelligence to Design, Supply, Install, Configure and Maintain the City's Vehicle GPS & Telematics Solution.

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