



## REPORT

Report Date: September 3, 2020  
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Meeting Date: September 15, 2020  
[Submit comments to Council](#)

TO: Vancouver City Council

FROM: General Manager of Engineering Services and Chief Procurement Officer

SUBJECT: Contract Award for Civil/Electrical Contractor Services

### **RECOMMENDATION**

- A. THAT Council authorize City staff, subject, as to form, substance and execution, to the explicit approval of each of the City's General Manager of Engineering Services, Director of Legal Services and Chief Procurement Officer, to negotiate and enter into concurrent three-year contracts with all of the five (5) service providers identified below in this report (see Appendix A), for provision on an as-requested basis of certain civil/electrical contractor services as described in this report, with an estimated total expenditure on all five contracts collectively during their terms, of up to four million dollars (\$4,000,000), plus applicable taxes, which is to be funded through the City's 2019-22 approved multi-year street lighting capital programs budget and to future Council approved annual budgets.
- B. THAT the Director of Legal Services, Chief Procurement Officer and General Manager of Engineering be authorized to execute on behalf of the City the contracts contemplated by Recommendation A.
- C. THAT no legal rights or obligations will be created by Council's adoption of Recommendations A and B above unless and until such contracts are executed by the City's authorized signatories described in these Recommendations.

**REPORT SUMMARY**

The City issued a Request for Applications (RFA) PS20191847 on March 2, 2020 for Civil/Electrical Contractor Services. The RFA was advertised on City of Vancouver website and BC Bid and the work was called in accordance with the terms and conditions of the City's Procurement Policy ADMIN-008. City staff on the RFA evaluation committee and, subsequently, Bid Committee has considered the responses received, and on that basis recommend that the City negotiate and if such negotiations are successful enter into a contract as describe below with the listed 5 vendors.

**COUNCIL AUTHORITY/PREVIOUS DECISIONS**

The City's Procurement Policy ADMIN-008 requires that contracts with values over \$2 million must be approved by Council following review and recommendations by the Bid Committee. It is possible that expenditures under any one or more of the 5 contracts contemplated by this report could get to that value.

City staff has considered all applications submitted in response to the RFA, and Bid Committee has accepted a recommendation for concurrent three-year contracts with 5 of the proponents.

There is no applicable Council Authority or previous decisions relevant to this report.

**CITY MANAGER'S/GENERAL MANAGER'S COMMENTS**

The City Manager recommends approval of the foregoing.

**REPORT****Background/Context**

The City's Department of Engineering requires civil/electrical contractor services.

There has a recurring need to engage external vendors for civil/electrical contractor services to work support ongoing capital workload and climate change emergency response requirements. RFA PS20191847 provided an opportunity for the contractor firms to submit applications to be considered being pre-qualified to provide the civil/electrical contractor services to the City during a period of three years.

The RFA concerned the City's interest in, from time to time, procuring civil/electrical contractor services and includes, but is not limited to, installation/configuration of the following:

- (a) underground electrical ducts
- (b) junction boxes
- (c) street lighting bases in alleys, boulevards, roads, and sidewalks

The pre-qualified contractors would allow the City to call for required services, as and when the need arises, in accordance with the terms of the Standing Professional Services Agreement and the Request for Services process defined in the Agreements.

While those selected pre-qualified contractors are identified as the City's preferred suppliers for the type of services contemplated in the RFA, these pre-qualified suppliers will not have an exclusive supply relationship with the City. Meanwhile, the City may also procure services that are similar or the same as the services contemplated in this RFA through other public bidding procurements, if it deems to provide a value at the City's discretion.

The purpose of the RFA was to identify suppliers with demonstrated capability to meet the City's estimated demand over the term of the contract at competitive pricing and satisfactory service requirements.

### ***Strategic Analysis***

The RFA was issued in the accordance with City's Procurement Policy ADMIN-008. Supply Chain Management notified regarding the public posting to 11 known vendors. The City received responses from 5 separate proponents. The responses were reviewed through the work of an evaluation team comprised of representatives from Engineering 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:

- Technical Qualifications;
- Safety & General Requirements;
- Warranty;
- Account and Contract Management;
- Work Scope;
- Deliverables; and
- Key Personnel.

Based on the overall evaluation, the team concluded that the applications submitted by the attached list of vendors (Appendix A), best met the City's requirements and provided best overall value to the City.

### ***Implications/Related Issues/Risk***

#### ***Financial***

These contracts are as-if-and-when needed contracts. Finance has reviewed and confirmed that funding is available for 2020 and 2021 in the 2019-22 approved multi-year Street Lighting capital programs budget and future year budgets will be subject to the approval of the annual capital budget. As a result of the RFA, the City is able to achieve cost certainty for the proposed three (3) year term.

There are no financial implications.

#### ***Legal***

The City's Procurement Policy requires that all contracts awarded by Bid Committee and Council must, in form, be pre-approved by and are to be co-signed by the Director of Legal Services.

**CONCLUSION**

In summary, City staff recommends that the City of Vancouver, in accordance with recommendations set out at the top of this report, negotiate and if possible on that basis enter into five (5) concurrent three-year contracts with all of service providers described in this report for the services described.

\* \* \* \* \*

**List of Vendors**

RFA PS20191847 Successful pre-qualified vendors :	Bay Hill Contracting Ltd.
	Complete Utility Contractors Ltd.
	Crown Contracting Ltd.
	Orion Electrical System Ltd.
	Pedre Contractors Ltd.