

Memo

To: Clinton Harper
From: Nicholas Wilson, Ontario Clean Water Agency Southwest Region
Date: July 7, 2020

**Re: Recommendation for the selection of the highest scoring Bidders for
RFS#1623268- Under Mechanical Maintenance Services VORs in Southwestern
Ontario**

Executive Summary

The Ontario Clean Water Agency (OCWA) issued a Request for Services (RFS) to five of our Vendors of Record (VOR) for the purpose of selecting a contractor to supply and install two 36" butterfly isolation valves and one 36" backpressure sustaining valve at the West Lambton Pumping Station on Indian Road.

The highest scoring bidder will provide the items listed above and the other necessary services to complete the project outlined in the RFS.

To meet the procurement requirements outlined above, Procurement has issued RFB#OCWA190611- MECH-HURON-ELGIN-SW on Jaggaer electronic tendering service for thirty (30) calendar days. The RFB was released on Jaggaer on June 11, 2019.

Thirty seven (37) companies downloaded the RFB document from Jaggaer. However, only fifteen (15) bids were received by the closing date of July 13, 2019. These 15 successful bidders are currently under our VOR with master agreements in place.

The RFS (Request for Service) was issued to five (5) of these VOR's on June 5, 2020. The bidding closed on July 2, 2020.

RFS Evaluation Process

The Evaluation was completed by the Senior Operations Manager of Capital Projects. Bids were evaluated in accordance with the stages as detailed within the RFS documentation. These stages are as follows:

Stage I – Evaluation of Implementation Plan

Stage II – Pricing

- Cumulative Score and Selection of the Highest Scoring Bidder

Of the five (5) bidders, the four (4) bidders, (Dielco, Nevro Sales (2004) Ltd., Shelley Machine and Marine, Trade Mark Industrial) who submitted their bids were evaluated for stage I.

All four (4) bids were evaluated in Stage I for Implementation Plan for a total evaluation weight of 30%. The written Bids were scored using weighted evaluation scoring detailed in the RFS.

The pricing was scored at 70%.

At the end of pricing stage, all scores from Stage I and Stage II were accumulated together.

The scoring summary of these bidders have been detailed in table below:

Ontario Clean Water Agency West Lambton Pumping Station Backpressure Sustaining Valve RFS Evaluation				
Contractor	Work Plan Points (30)	Price Points (70)	Price	Total Points (100)
Dielco	28	67.8	\$152,750	95.8
Nevtro	0	70.0	\$147,934	70.0
TradeMark	25	55.8	\$185,644	80.8
Shelly	25	65.9	\$157,022	90.9

Recommendation for Award & Rationale

The scores have been evaluated and a recommendation has been reached.

It is recommended that the Dielco are to be awarded the contract because their bid was determined to meet or exceed all the requirements, scoring the most points.

Next Steps

- Notification of award to the selected bidder
- Negotiate and execute contract Agreement with the successful bidder
- Notify unsuccessful bidders

Approval

Procurement requests your approval in order to proceed with the recommended bidder (Dielco), for a period of two (2) years for the total value (approx.) of \$152,750.