

MEMO

To: Alain D. Muise, CAO, Argyle Council
From: Hans Pfeil
Date: November 2, 2020
Re: West Pubnico Sewer - Dewatering Unit – Bid Evaluation

This Memo is prepared to inform about the tender process for the alternative dewatering unit, which resulted from the positive test run in February 2020. We issued a RFP in September with the goal to attract vendors who could supply a dewatering unit at low cost and economic operations to fulfil our performance specification. We received two submissions but noticed that both submissions were not compliant with the requirements outline in the RFP document. One bidder submitted to late and the other bidders submission missed to two legal binding elements such as acknowledging the terms of the RFP and confirming our confidentiality requirements. In addition the second bidders price was more than 50% above our budget consideration and we had indications that a negotiation would not result in a price that could be acceptable to MODA. After careful consideration and obtaining advice from the provincial procurement officer and our own solicitor we determined the request for proposals as non-compliant. Based on this decision and without sharing the financial information with the public we had the option to re-tender using the same terms and requirements. We only made one minor change to the wording to allow for a bit more flexibility on the bidder's side.

Based on the re-tender we received one bid and noticed that technical details of the proposal were missing that would allow us to better understand the process and how it meets the technical requirements of the RFP. We decided to accept the proposal and requested a follow up submission for more clarification of the technical details of the solution. This acceptance was discussed with the CAO and we made the decision collectively in the best interest of the Municipality. The table below is outlining the details of that submission.

The following Bids have been received:

Proponent	Total Costs	Received at	Considerations	Ranking
Trident Processes Inc.	\$211,050 +HST	October 17, 2020	Compliant bid, need follow up for technical details	1

Based on these result of being the only bidder and in compliance with the RFP terms we would recommend requesting additional technical details from the vendor for clarification on how they meet our performance specification before awarding the contract directly and waive the testing period.

Regards,
Hans Pfeil – Director of Public Works – Municipality of Argyle