



CITY OF VANCOUVER

## CITY OF VANCOUVER

### ADMINISTRATIVE REPORT

Report Date: May 29, 2008  
Author: Jonathan McDermott  
Phone No.: 604.940.3203  
RTS No.: 07455  
VanRIMS No.: 03-1200-30  
Meeting Date: June 10, 2008

TO: Vancouver City Council

FROM: General Manager, Engineering Services  
Manager of Materials Management

SUBJECT: Award of Contract for RFP PS08060 (the "RFP") -  
Vancouver Landfill Pump Station Controls Upgrade

#### RECOMMENDATIONS

- A. THAT, subject to the conditions set out in Recommendations B, C, and D, Council authorize a contract with Stantec Consulting Ltd. to provide professional services for the Vancouver Landfill Pump Station Controls Upgrade Project at an estimated cost of \$67,833 (including disbursements) plus applicable taxes; source of funding to be the previously approved Leachate Controls Upgrades Project Budget.
- B. THAT, the Director of Legal Services be authorized to execute and deliver on behalf of the City all legal documents required to implement Recommendation A.
- C. THAT, all such legal documents be on terms and conditions satisfactory to the General Manager of Engineering Services, Manager of Materials Management and the Director of Legal Services.
- D. THAT, no legal rights or obligations will be created or arise by Council's adoption of Recommendation A, B and C above unless and until such legal documents are executed and delivered by the Director of Legal Services.

## COUNCIL POLICY

Consultant agreements exceeding \$30,000 require Council authorization.

Contracts are to be awarded on the basis of best overall value for the City.

## PURPOSE

The purpose of this report is to seek Council authority to contract with Stantec Consulting Ltd. to conduct professional services for the Vancouver Landfill Pump Station Controls Upgrade Project at an estimated maximum cost of \$67,833 plus applicable taxes.

## BACKGROUND

The City of Vancouver owns and operates the Vancouver Landfill (the "Landfill") located in Delta at 5400 72nd Street. On June 16, 2005, Vancouver City Council approved a number of capital projects for the Landfill (RTS No. 05067, Vancouver Landfill Capital Projects), which included funding for upgrades to the leachate pump station controls at an estimated cost of \$200,000. On May 15, 2007, Vancouver City Council approved an increase to the original project budget in the amount of \$50,000 (RTS No. 06711, Vancouver Landfill Electrical and Communications Upgrading Project) to allow for a 25% increase in construction costs.

## DISCUSSION

On April 7, 2008, Engineering Services and Materials Management sought proposals for the Vancouver Landfill Pump Station Controls Upgrade through the RFP from consultants with the capability and experience to complete the design and construction supervision of the controls upgrades.

The RFP was posted on the City's website and BC Bid on April 7, 2008. Four proposals were received and reviewed by the interdepartmental staff evaluation team (comprising representatives from Engineering and Purchasing) using a comparative and consistent matrix format. The matrix compared the proponents' project teams, proposal contents, proposal details and cost. The following table compares the costs for each of the four proposals.

Table - Summary of Proponents RFP Costs

<u>Proponent*</u>	<u>Total (inc. disbursements)</u>
Proponent 1	\$ 75,250
Proponent 2	\$ 250,142
<b>Stantec Consulting</b>	<b>\$ 67,833</b>
Proponent 3	\$ 132,085

\*numbering does not indicate any order or preference

Through the proposal submission evaluation process, it was determined by the interdepartmental staff evaluation team that the proposal by Stantec Consulting Ltd. offered the best overall value to the City. The Stantec Consulting Ltd. team proposed a project

budget of \$67,833 (including disbursements) plus applicable taxes. Based on the proposal review, it is recommended that Stantec Consulting Ltd. be retained for the project.

#### **FINANCIAL IMPLICATIONS**

The cost of the contract is \$67,833 (including disbursements) plus applicable taxes, and is funded from the previously approved Vancouver Landfill Pump Station Controls Upgrade Project budget of \$250,000.

#### **ENVIRONMENTAL IMPLICATIONS**

This upgrade project is required to ensure the Landfill continues to meet its environmental protection obligations.

#### **CONCLUSION**

Following an RFP process and evaluation of the four proposals received, the General Manager of Engineering Services recommends that the contract for professional services for the Vancouver Landfill Pump Station Controls Upgrade Project be awarded to Stantec Consulting Ltd. The Stantec Consulting Ltd. proposal provides the overall best value to the City for the required scope of work at an estimated cost of \$67,833 (including disbursements) plus applicable taxes with previously approved funding provided as a loan from the Solid Waste Capital Reserve.

\* \* \* \* \*