



ADMINISTRATIVE REPORT

Report Date: January 20, 2008
Contact: Patrick Chauo
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RTS No.: 7848
VanRIMS No.: 08-2000-20
Meeting Date: February 3, 2009

TO: Vancouver City Council

FROM: General Manager of Engineering Services

SUBJECT: Award of Contract for Professional Engineering Services - Recycling Receiving Yard Enclosure

RECOMMENDATION

- A. THAT, subject to the conditions set out in Recommendation B, C, and D, Council authorize the General Manager of Engineering Services to enter into a contract with Associated Engineering Ltd. to provide professional engineering design and inspection services for the Recycling Receiving Yard Enclosure Project at an estimated cost of \$148,361 (including disbursements) plus applicable taxes, with funding previously approved by Council (RTS 6111, Improvements to the City Recycling Receiving Yard).
- B. THAT, the Director of Legal Services be authorize 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 by Council's adoption of Recommendation A, B, C above unless and until legal documents are executed and delivered by the Director of Legal Services.

GENERAL MANAGER'S COMMENTS

The General Manager of Engineering Services RECOMMENDS approval of A, B, C, and D.

COUNCIL POLICY

On October 5, 2006, Council approved funding of approximately \$850,000 for improvements to the City owned Recycling Receiving Yard at 1198 East Kent Avenue South and authorized the General Manager of Engineering Services to seek proposals for the detailed design, supply and construction of such improvements.

Consultant contracts over \$30,000 require the approval of City Council.

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

PURPOSE

The purpose of this report is to seek Council authority to engage Associated Engineering Ltd. to provide professional engineering design and inspection services of an enclosure at the City Recycling Receiving Yard at an estimated cost of \$148,361 (including disbursement) plus applicable taxes, using previously approved funding.

BACKGROUND

The City currently collects approximately 32,000 tonnes of recyclables annually from the Blue Box and Apartment Recycling programs. All of the recyclable materials collected are received by the City's Processing and Marketing (P&M) contractor, at the City owned Recycling Receiving Yard at 1198 East Kent Avenue South.

The Recycling Receiving Yard is an open air site consisting of a vehicle weigh scale, three bunkers for depositing recyclables and a loading ramp for transferring the recyclables. As previously reported to Council, wind blown material has become an issue at the facility and particularly for the neighbouring properties. Accordingly, on October 5, 2006, Council authorized staff to initiate improvements to the site by proceeding with a project to design and tender an enclosure. Council approved project funding of \$850,000 as a loan from the Capital Financing Fund (Solid Waste Capital Reserve) to be repaid through Solid Waste Utility residential recycling fees.

DISCUSSION

Following Council's 2006 authorization for the project, on four occasions, staff solicited proposals for consulting services required for the preparation of design and construction tender documents. On the first three attempts, proposals received were either incomplete or non-compliant with the scope of work requested, or interest in the project was not available.

In late November 2008, after meeting with consulting firms that had previously indicated interest in the project, staff issued a request for proposals (RFP) to four short-listed consulting firms. Proposals were received from the following two firms:

- Associated Engineering Ltd.
- Delcan Corporation

Proposals were evaluated based on the proponents' qualifications, experience and demonstrated abilities, understanding of the project, project team, proposal details, cost and that which is considered to provide best overall value to the City. The evaluation team ranked Associated Engineering highest among the two proposals received. Associated

proposed a project budget of \$148,361 plus applicable taxes. Based on the proposal review, it is therefore recommended that Associated Engineering Ltd. be retained for the project.

FINANCIAL IMPLICATIONS

Funding of \$850,000 for improvements to the Recycling Receiving Yard, including design, inspection and construction, and temporary relocation of existing site operations, was approved by Council on October 5, 2006 based on staff's preliminary cost estimates. Funding is to be provided as a loan from the Capital Financing Fund (Solid Waste Capital Reserve) to be repaid by Solid Waste Utility residential recycling fees. Since over two years have elapsed when Council originally approved this funding, the actual budget required to complete this project may exceed \$850,000. Updated budget information will be available once Associated Engineering completes a detailed design and cost estimate, and once construction is tendered. Budget details including a request for additional budget, if required, will be reported to Council later this year when staff bring forward their recommendation for award of a construction contract.

CONCLUSION

Following an RFP process and the evaluation of the proposals received, the General Manager of Engineering Services recommends that the contract for professional engineering design and inspection services for the Recycling Receiving Yard Enclosure Project be awarded to Associated Engineering Ltd. Associated Engineering's proposal provides the overall best value to the City for the required scope of work at an estimated cost of \$148,361 (including disbursement) plus applicable taxes with funding previously approved by Council.

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