



## COUNCIL REPORT

To: Paul Gipps, CAO

Date: December 8, 2020

From: Jordan Finkel, Engineering Technologist I

File No: 5330-20-51

Subject: **Sunnyside and West Kelowna Estates Transmission Mains – Design Services Award**

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### RECOMMENDATION

**THAT** Council authorize the Mayor and Corporate Officer to execute an agreement with WSP Canada Inc. for consulting services for the design of the Sunnyside and West Kelowna Estates Transmission Mains in the amount of One Hundred Forty Six Thousand, Nine Hundred and Eleven dollars (\$146,911).

### STRATEGIC AREA(S) OF FOCUS

Strategic Priority, Invest in Infrastructure - Rose Valley Water Treatment Plant Transmission Main Interconnection.

### BACKGROUND

Upon completion of the Rose Valley Water Treatment Plant in 2022, the Rose Valley Water System will expand and consolidate two other existing water service areas: Sunnyside/Pritchard and West Kelowna Estates. In preparation of this future interconnection, additional pipe and associated infrastructure will need to be designed. This work will include the preliminary design, detailed design and tender preparation services.

The City of West Kelowna Purchasing Policy requires open competition and a best value procurement process, with the requirement of Council approval if the contract value exceeds \$250,000. The total value including the optional Contract Administration would exceed this amount, and hence we are requesting Council approval. The City received seven (7) proposals as part of a competitive RFP process, and staff conducted four independent detailed evaluations of each proposal. These evaluations considered the following criteria: consultant's experience with similar projects, proposed methodology and approach, resource allocation, exceptions to the contract and pricing. The proposal reviews and scoring resulted in WSP receiving the highest overall ranking.

A summary of the scoring sheet is shown below in Table 1. Please note that the estimated prices used for the scoring includes optional construction services fees that were included with the RFP, but are not part of this motion. These optional fees will be awarded in accordance with the Purchasing Policy pending Council approval of the construction budget.

Since pricing is only a portion of the overall score, the proposals that scored well on the pricing category but scored lower on the technical categories resulted in a lower overall score. Based on experiences with previous capital projects, proposals that do not score as well in the technical categories or that show a lesser understanding of the project could lead to scope changes and increased costs to the City as the project progresses, and can negatively impact the quality of the finished product.

Table 1: Scoring and Pricing summary

<b>Summary - Overall Scoring &amp; Pricing</b>				
<b>Proponent</b>	<b>Average Score</b>	<b>Est. Price (Design Only)</b>	<b>Contract Admin. (Optional)</b>	<b>Est. Price (Total)</b>
<b>WSP</b>	88.1	\$146,911	\$130,164	<b>\$277,075</b>
<b>Ecora</b>	58.5	\$232,170	\$210,135	<b>\$442,305</b>
<b>Onsite</b>	80.0	\$108,815	\$71,510	<b>\$180,325</b>
<b>AECOM</b>	77.7	\$310,060	\$233,135	<b>\$543,195</b>
<b>Associated Eng.</b>	82.1	\$118,040	\$66,234	<b>\$184,274</b>
<b>Stantec</b>	76.4	\$165,575	\$85,326	<b>\$250,901</b>
<b>D.E. Pilling</b>	73.3	\$121,760	\$67,480	<b>\$189,240</b>
<b>Average</b>	<b>76.6</b>	<b>\$171,904</b>	<b>\$123,426</b>	<b>\$295,331</b>

The WSP proposal provides a strong work plan that identifies potential challenges and possible solutions as well as adequately addresses the project requirements in a logical manner. The WSP proposal scored highest in the methodology category and provides a clear understanding and approach that outlines methods to resolve key issues as efficiently as possible. Staff believes that this level of detail will reduce the possibility of additional and unforeseen costs. By awarding this project to WSP, the City will receive the best value for consulting services for the projects.

## **FINANCIAL IMPLICATIONS**

Council has approved funding in the 2020 budget in the amount of \$200,000 for the design.

**Alternate Motion:**

**THAT** Council direct Staff to cancel the Request for Proposals.

This would require further direction from Council with direction on how to proceed on these projects.

**REVIEWED BY**

Rob Hillis, Engineering Manager

Allen Fillion, Director of Engineering/Public Works

Mike Ummenhofer, Purchasing Manager

Shelley Schnitzler, Legislative Services Manager/Corporate Officer

Warren Everton, Director of Finance/CFO

**APPROVED FOR THE AGENDA BY**

Paul Gipps, CAO