

**TO:** MAYOR & COUNCIL  
**FROM:** DEPUTY CHIEF ADMINISTRATIVE OFFICER AND CHIEF FINANCIAL OFFICER  
**SUBJECT:** **CI – METRO VANCOUVER CENTRAL PARK MAIN 2 CITY WORKS**  
**PURPOSE:** To obtain Council approval to award a Contract Increase (CI) for Metro Vancouver Central Park Main 2 City Works project.

## **RECOMMENDATION**

**THAT** a contract increase to R.F. Binnie & Associates Ltd. for an estimated total cost of \$203,301 including GST in the amount of \$9,681 as outlined in the November 6, 2023 Council Report titled “CI – Metro Vancouver Central Park Main 2 City Works”, be approved; and

**THAT** final payment will be based on the actual quantity of services delivered and hourly rates as submitted.

## **CHIEF ADMINISTRATIVE OFFICER’S COMMENTS**

I concur with the recommendation of the Deputy Chief Administrative Officer and Chief Financial Officer.

### **1.0 POLICY SECTION**

The City’s Change Order Policy requires Council’s approval for change orders, which individually or when accumulated with prior change orders, increases the total value of the contract by \$1,000,000.

### **2.0 BACKGROUND**

On April 17, 2018, the City awarded a contract to R.F. Binnie & Associates Ltd. for the engineering design, construction administration and inspection services related to replacing the aging water, storm sewer and sanitary sewer infrastructure parallel to Metro Vancouver’s proposed Central Park Main 2 project for an estimated value of \$429,961 including GST in the amount of \$20,475.

Since the award of this contract, there has been one approved change order for a total value of \$405,447 including GST in the amount of \$19,307 for additional design and construction services for installation of watermain along Maywood Avenue, from Patterson Avenue to Telford Avenue, additional construction services for phase one of Metro Vancouver’s Central Park Main 2, additional multi-use pathway design, street-lighting design, design of IT conduits, and additional watermain design on Palm Avenue and Imperial Street to Royal Oak Avenue and Imperial Street from Empress Avenue to Sperling Avenue.

This contract increase is required as the project delivery approach and scope was further modified and the additional design services are required to separate the current Metro Vancouver Central Park Main 2 coordinated works into two separate packages.

**3.0 GENERAL INFORMATION**

This contract increase of \$203,301 including GST in the amount of \$9,681, is required for the following updated scope:

- Additional coordinated works package east of Kingsway along Imperial Avenue from Kingsway to Griffiths Avenue, and separated package west of Kingsway along Imperial Avenue from Kingsway to Telford Avenue to distinguish the 2 Phases of the project (Phase 2A and Phase 2B). Metro Vancouver refers to the section east of Kingsway as Phase 2A and west of Kingsway as Phase 2B; and
- Additional scope includes revising the designs and alignments to account for the works being construction separately from the Metro Vancouver assignment, as well as the additional of watermain scope to the design, and providing new budget for tendering and construction services for the works that was previously to be constructed by Metro Vancouver.

The total estimated contract value will be \$1,038,709 including GST in the amount of \$49,463. The General Manager Engineering concurs with this recommendation.

<b>Contract History</b>	<b>Date</b>	<b>Accumulative Total Change (including GST)</b>
Original Contract Award	April 2018	\$ 429,961
Change Order #1	March 2023	\$ 405,447
<b>Change Order #2</b>	<b>Pending</b>	<b>\$ 203,301</b>
<b>TOTAL</b>		<b>\$ 1,038,709</b>

**4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT**

The RFP #08-01-18 (EA-3138) Metro Vancouver Central Park Main 2 City Works (Attachment 1) was issued to three pre-qualified engineering consulting firms from the Request for Qualification #62-04/15. Upon closing, the City received a total of two submissions.

**5.0 FINANCIAL CONSIDERATIONS**

Funding for the project is provided within the 2023 – 2027 Financial Plan under Engineering – Infrastructure, Metro Vancouver Central Park Main Coordinated Works – Roads with a budget of \$1,850,000. This contract award is accommodated under WBS element EMC.3138 (\$193,700).

Respectfully submitted,

Noreen Kassam, Deputy Chief Administrative Officer and Chief Financial Officer

**ATTACHMENTS**

Attachment 1 – RFP#08-01-18

**REPORT CONTRIBUTORS**

This report was prepared by Steve Chan, Senior Buyer, and reviewed by Sophan Lum, Senior Manager Purchasing – Capital.

## TABULATION

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**COMPANY'S NAME**

- 1 ISL Engineering and Land Services Ltd.
- 2 R.F. Binnie & Associates Ltd.

Interested parties are cautioned not to assume that the lowest priced tender or proposal will be awarded the contract.

Following the posting of company names, bids will be subject to a compliance check and evaluation process.

The posted company names and prices are unverified and provided prior to determining compliancy or completing any evaluation process. Each response is subject to review and evaluation in accordance with criteria stated within the competitive bid documents. Therefore, conclusions should not be drawn from this information.

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**Disclosure of Information for Tenders:**

After the closing time, the City of Burnaby shall open the tenders and post the company names and total or lump sum price (including tax) for each tender received up to the closing time.

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**Disclosure of Information for Request For Proposal (RFP), Request For Quotation, Request For Expression of Interest (RFEI) and Request For Qualification (RFQ):**

After the closing time, the City of Burnaby shall open the proposals and post the company names only for each proposal received up to the closing time.