

**TO:** MAYOR & COUNCIL  
**FROM:** DEPUTY CHIEF ADMINISTRATIVE OFFICER AND CHIEF FINANCIAL OFFICER  
**SUBJECT:** **CA – NON-MARKET HOUSING THIRD-PARTY UTILITY CIVIL WORKS (4 SITES)**  
**PURPOSE:** To obtain Council approval for a Contract Award (CA) for the Non-Market Housing Third-Party Utility Civil Works project at four sites.

## **RECOMMENDATION**

**THAT** a contract award to Conwest Contracting Ltd., for an estimated total cost of \$4,090,002 including GST in the amount of \$194,762 as outlined in the October 30, 2023 Council Report titled “CA – Non-Market Housing Third-Party Utility Civil Works (4 Sites)”, be approved; and

**THAT** final payment be based on actual quantity of goods and services delivered and unit prices as delivered.

## **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 Procurement Policy requires that contracts for goods, services, and construction with values over \$1,000,000 be approved by Council following a competitive procurement process.

### **2.0 BACKGROUND**

Following a Request for Proposal, one proposal was received by the closing time on October 4, 2023. The proposal submitted by Conwest Construction Ltd. was over the project budget; therefore, the City went into negotiations with Conwest Construction Ltd. This negotiation resulted in a reduction in the contract price, which met the City’s budgetary requirements.

Conwest Construction Ltd. has completed previous projects under contract to the satisfaction of the City. Review by City staff and our consultant indicates that Conwest Construction Ltd. has the necessary equipment and personnel to successfully complete the work required under this contract.

The General Manager Engineering concurs with the above recommendation.

### **3.0 GENERAL INFORMATION**

The scope of work of this contract consists of third-party utility civil works (BC Hydro, Telus, and Shaw) at four sites - Royal Oak, Kingsway, Bevan, and Byrnepark, which includes the following:

- Installation of third-party underground power and communication ducts, direct buried and concrete encased (including pick-up and delivery of third-party supplied materials);
- Installation of associated structures, including service boxes, junction boxes, manholes, vista vaults, and pedestals (including pick-up and delivery of third-party supplied materials);
- Supply BC Hydro underground power and/or communication ducts;
- Supply concrete for concrete-encased ducts, backfill material, and surface restoration for all trenches; and
- Grubbing/Stripping and supply and placement of granular material for filling at Site 3 (Bevan).

### **4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT**

RFP #235-08-23 Non-Market Housing Third-Party Utility Civil Works (4 Sites) (Attachment 1) was publicly advertised. Upon closing, the City received a total of one proposal.

### **5.0 FINANCIAL CONSIDERATIONS**

Funding for this capital work is included in the 2023 – 2027 Financial Plan under Planning & Development, Non-Market Housing Program Sites 1-6 with a budget of \$16,150,000. This contract award is accommodated under WBS element: BAX.0026 (\$3,895,300).

Respectfully submitted,

Noreen Kassam, Deputy Chief Administrative Officer and Chief Financial Officer

### **ATTACHMENTS**

Attachment 1 – RFP #235-08-23

### **REPORT CONTRIBUTORS**

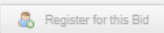
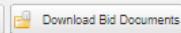
This report was prepared by Steve Chan, Senior Buyer, and reviewed by Sophan Lum, Senior Manager Purchasing - Capital.

## View Details

[Return to the Bids Homepage](#)

**Bid Details**

Bid Classification: Bid Type: Bid Number: Bid Name: Bid Status: Bid Closing Date: Question Deadline: Electronic Auctions: Language for Bid Submissions: Submission Type: Submission Address: Public Opening: Description:	Construction Request for Proposal 235-08-23 Non-Market Housing Third-Party Utility Civil Works (4 Sites) <b>Closed</b> Wed Oct 4, 2023 3:00 PM (PDT) Wed Sep 27, 2023 12:00 PM (PDT) Not Applicable English unless specified in the bid document Online Submissions Only Online Submissions Only No The Owner invites proposals for:  Third-party utility civil Works (BC Hydro, Telus, and Shaw) at four (4) Sites (Royal Oak, Kingsway, Bevan, and Byrnepark). Work includes: <ul style="list-style-type: none"> <li>• Installation of third-party underground power and communication ducts, direct buried and concrete encased (including pick-up and delivery of third-party supplied materials);</li> <li>• Installation of associated structures, including service boxes, junction boxes, manholes, vista vaults, and pedestals (including pick-up and delivery of third-party supplied materials);</li> <li>• Supply BC Hydro underground power and/or communication ducts;</li> <li>• Supply concrete for concrete-encased ducts, backfill material, and surface restoration for all trenches; and</li> <li>• Grubbing/Stripping and supply and placement of granular material for filling at Site 3 (Bevan).</li> </ul> This RFP is being issued electronically through the on-line bidding system at <a href="https://burnaby.bidsandtenders.ca">https://burnaby.bidsandtenders.ca</a> where any interested party may download the RFP documents directly from the aforementioned website.  No registration tracking or other recording of tender document folder will be performed by the Owner.  All addenda, amendments or further information will be published through <a href="https://burnaby.bidsandtenders.ca">https://burnaby.bidsandtenders.ca</a> .  It is the sole responsibility of the proponent to monitor the website regularly to check for updates. The proponent is advised that the Owner or Contract Administrator reserves the right to not respond to enquiries received within four (4) Days of the Tender Closing Date.
Bid Document Access:	Bid Opportunity notices and awards and a free preview of the bid documents is available on this site free of charge without registration. Please note, some documents may be secured and you will be required to register for the bid to download and view the documents. There is no cost to obtain an unsecured version of the document and /or to participate in this solicitation.
Categories:	<a href="#">Show Categories [+]</a>

File Name	Pages
<b>RFP 235-08-23 Non-Market Housing Third-Party Utility Civil Works (4 Sites)</b> Wednesday September 13, 2023 10:53 AM	--
<b>Form of Proposal - Appendix 1 - Schedule of Quantities and Prices</b> Wednesday September 13, 2023 10:53 AM	--
<b>Form of Proposal - Appendix 1 - Proposal Summary</b> Wednesday September 13, 2023 10:53 AM	--
<b>RFP 235-08-23 IFT's</b> Wednesday September 13, 2023 10:57 AM	--

File Name	Pages
<b>Addendum #1 RFP 235-08-23</b> Wednesday September 20, 2023 01:34 PM	--

## Bids Submitted

The following are the unofficial bid results

Company	Contact	Results
Conwest Contracting Ltd.	Loo, Wayne #250 – 1311 Kootenay Street, Vancouver BC, Canada V5K 4Y3	--