

Re: Inspection of Municipal Capital Electrical Works

The following is the report of the Municipal Engineer dated June 5, 1974 regarding the above.

RECOMMENDATION:

THAT the services of R.P. Shaflik Engineering Ltd. be retained for inspection of the 1974 Municipal Capital Electrical Works Program in accordance with proposal as outlined in the Engineer's report and further stipulated in his letter of May 13, 1974 and R.P. Shaflik Engineering Ltd. letter dated May 29, 1974.

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TO: MUNICIPAL MANAGER

JUNE 5, 1974

FROM: MUNICIPAL ENGINEER

RE: INSPECTION OF MUNICIPAL CAPITAL ELECTRICAL WORKS.

In accordance with the adopted Council policy the reorganization and reduction of staff in the Contracts Division necessitates retaining the services of a Consulting Engineer to undertake construction inspection of the 1974 Municipal Capital Electrical Works Program.

To this end proposals were invited by letter dated May 13, 1974 (see Attachment "A") from A. W. Pratt, P. Eng., M.E.I.C., Senco Designs Ltd., and R. P. Shaflik Engineering Ltd. who are eminently qualified to provide this service.

In response to this invitation, replies were received by letter (see Attachment "B") as follows:

1. A. W. Pratt, P. Eng., M.E.I.C.

Qualified the invitation by saying "If the projects have been designed by another consultant I would not wish to be inspecting such consultants work."

2. Senco Designs Ltd.

Offered the services of three staff members plus office administration. This would probably be adequate.

3. R. P. Shaflik Engineering Ltd.

Offered services on the basis that "The number and classification of staff personnel, their duties and hours of service would be determined in agreement with the Corporation."

All three proposals indicated that remuneration would be on the basis as laid out in the Outline of Services and Scale of Minimum Fees as published by the Association of Professional Engineers of B. C.

The vast majority of the projects scheduled for construction under the 1974 Electrical Works Program have been designed by R. P. Shaflik Eng. Ltd. and consequently it is felt that this firm would be in the best position to supervise the implementation of their own designs. The Outline of Services and Scale of Minimum Fees booklet allows for a higher rate of remuneration on full time resident engineering services where the design services have been completed by others.

For these reasons plus the fact the proposal by R. P. Shaflik offers the greatest flexibility and control by the Corporation we would recommend that this firm be retained.

RECOMMENDATION:

THAT the services of R. P. Shaflik Engineering Ltd. be retained for inspection of the 1974 Municipal Capital Electrical Works Program in accordance with proposal as outlined above and further stipulated in our letter of May 13, 1974 and R. P. Shaflik Engineering Ltd. letter dated May 29, 1974.

*EE Olsen*  
MUNICIPAL ENGINEER

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Attachment "A"

May 13, 1974

The Office of the Engineer

R. P. Shaflik Engineering Ltd.  
520 Sharpe Street  
New Westminster, B.C.

Dear Sirs:

Re: Inspection of Municipal Capital Electrical Works

It is our intention that the construction and installation inspection of our 1974 Municipal Capital Street Lighting Program will be undertaken by Consulting Engineers retained for this purpose.

The proposed 1974 street lighting program consists of approximately 890 units and has an estimated value of \$875,000. A list of the streets proposed for 1974 street lighting installation is attached for your information.

We invite you to submit a proposal for the retention of your organization to provide engineering supervision and construction inspection for the installation of our 1974 street lighting program.

It is expected that your services will be required for the 1973<sup>4</sup> construction period extending from June to November 1974. Tender documents are currently being prepared for the Willingdon Heights Area No. 1.

Copies of our current contract specifications are available on request.

The services required do not include engineering survey or setting out of the work for construction, which will be undertaken by Municipal forces who will provide all necessary survey to control line, location and grade of the work. Contract documents will be drawn up, tendered and awarded by Municipal staff. Required consultant services include provision of on-site staff to control quality, quantity and rate of progress within the terms of the established contracts.

The Consultant would be responsible to the Municipal Engineer and his staff for the following services:

Provision of office administration of construction, including checking of construction proposals, interpretation of drawings and specifications to the contractor.

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Provision of supervisory staff to control construction and rate of progress and inspection of the quality of work performed in compliance with Municipal standards.

General engineering supervision of civil work such as excavation, backfilling and restoration of trenching, tunnelling, ducting, pole installations and pole bases, etc. Supervision of assembly and construction of all specified installations such as poles, distribution bases, service panels, junction boxes, etc. Electrical engineering supervision of electrical work to ensure the street lighting system meets the design requirements of surface intensity of illumination including supervision of such work ~~as~~<sup>as</sup> wiring, plumbing of poles, adjustment of refractors and angle of luminaires, etc. Supervision of all ancillary work necessary to prepare the system ready for service connection by B. C. Hydro.

Quality control of materials and equipment to meet Municipal specifications. Material testing will be undertaken by Municipal Testing Consultants on your request.

Installation of all electrical work in accordance with all applicable Municipal codes and regulations.

Control of rate of construction progress in accordance with the contract provisions.

Co-ordination of all aspects of construction and liason between contractors and Municipal staff.

Measurement and computation of quantities of work completed.

Provision and maintenance of construction progress charts, daily diaries, inspectors daily work reports and construction records showing any adjustment or alteration from design drawings in order to assist Municipal staff in the preparation of as constructed plans.

Preparation and certification of interim payment certificates and final completion certificates.

Your proposal should indicate the manner and the rate of reimbursement you would require i.e. payroll plus percentage, percentage of actual cost of construction, or other.

We would appreciate receiving your proposal by 31 May, 1974.

Yours truly,

E. E. Olson, P. Eng.  
MUNICIPAL ENGINEER

*W.C.S.*

by: W. C. Sinclair, P. Eng.  
CONSTRUCTION ENGINEER

WCS:wlb  
Attachs.

STREET LIGHTING PROGRAM 1974

STREET	LOCATION	SCOPE
Gilmore Avenue	Lougheed to Douglas	12 units
Brighton Avenue	Lougheed to Winston	13 units
Winston (Gov't)	East of Brighton	6 units
Burrs @ 6th Street		1 unit
Barker	Kingsway to Grange	1 unit
Broadway	Holdom to Kensington	28 units (est.)
Sprott Street	Douglas to 401	17 units
Carson Street	Sussex to Strathearn	
Lister Court	Carleton W. to Cul-de-sac	
Crestlawn Drive Ext.	West of Springer	
Lorilawn & Braelawn	East of Springer	54 units
Colbrook Court	South of Gilpin	
Heathdale Drive Ext.		
Everett Court Ext.		
Springdale Court Ext.		
Baffin Place		
Burnfield Drive Ext.		
Willingdon Hghts. Area #1 - including Albert Street from Willingdon to Delta		317 units
Centaurus Circle Ext.		3 units
Willingdon Hghts. Area #2		137 units
East Burnaby Area #2		300 units

ANDREW W. PRATT  
CONSULTING ELECTRICAL ENGINEER

**A  
W  
P**

May 24 RECEIVED IN  
ENGINEERING DEPT

Engineering Dept.,  
Municipal Hall,  
4949 Canada Way,  
Burnaby, B.C.  
V5G 1M2.

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Attention: Mr W.C. Sinclair, P.Eng.  
Construction Engineer.

Gentlemen:

Inspection of Municipal Electrical Capital Works.

Thank you for your letter of May 13, 1974 inviting my proposal for consulting services concerning roadway lighting Capital Works within Burnaby.

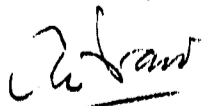
The situation is not quite clear to me as regards design and inspection of construction, because I notice that there are two projects in the schedule accompanying your letter which were included in the schedule provided March 21, 1974 at which time you were inviting proposals for design. I later received your letter of April 11, 1974 in which you advised that another proposal for design had been accepted.

If the projects scheduled in your latest letter have been designed by another consultant I would not wish to be inspecting such consultants work as it would violate the code of ethics of the Professional Engineering Association. However, if the above is not the case, I would be pleased to offer my services for the work as outlined in your letter. Your description is perfectly clear as to what is required.

Regarding your question concerning fee: should I be favoured with this project I would propose charging on the basis of the current schedule of fees, dated May 1972, by the Association of Professional Engineers of British Columbia. This would entail cost plus 125% and in view of the fact that the project would extend over a period of months I would suggest that you be billed monthly for services rendered during the preceding month.

I trust that you will find this proposal to your satisfaction and would assure you of complete satisfaction should you retain my services.

Yours very truly,



Andrew W. Pratt,  
Consulting Electrical Engineer.  
AWP:mhh

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SENCO DESIGNS LIMITED



224 CAYER AVENUE SUITE B - COQUITLAM, B.C.

May 23, 1974.

Municipal Engineer  
The Corporation of the District of Burnaby  
4949 Canada Way  
Burnaby 2, B. C.

ATTENTION: Mr. E. E. Olson, P. Eng.

Dear Sir:

We thank you for your letter of May 13th, 1974 relative to the selection of Inspection Engineers of Municipal Capital Electrical Work, and your invitation to submit a proposal.

Senco Designs Limited and Electrical Engineering Services are working closely together on all aspects of area lighting, ranging from street lighting systems to sportsfields or ice arena lighting. Both founders, Mr. M. J. deLangen, P. Eng. and the undersigned have been at one time or another intimately involved with the street lighting systems of Burnaby. Mr. deLangen worked closely together with Mr. E. Laks, who could be called the originator of your street lighting systems and who introduced many of your present standards. The undersigned is still very much involved in the construction and maintenance of your street lighting, and has been with it from the early days.

We feel that our combined experiences and know how will be of benefit to the District and that we are well equipped to spot engineering, or down to earth practical irregularities economically.

We like to stay in line with the schedule of minimum fees as prepared by the Association of Professional Engineers, except that due to the size and nature of the assignment we suggest the following hourly charge.

M. J. deLangen, P. Eng. @ 30.00 per hour  
G. C. Smith @ 30.00 per hour  
Technician Supervisor @ 20.00 per hour  
Office Administration - flat rate @ 10.00 per hour

Disbursements as stipulated under section V allowing 6% to cover overhead and fifteen cents per mile for car usage.

We trust that the above proposal meets with your approval and we are looking forward to this opportunity to be at your service.

Yours truly  
Senco Designs Limited

G. C. Smith  
President

GCS/jq

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**R. P. SHAFLIK ENGINEERING LTD.**

*Electrical Consultants*

520 SHARPE STREET

NEW WESTMINSTER, B.C.

526-2494

May 29<sup>th</sup>, 1974

Corporation of Burnaby  
4949 Canada Way  
Burnaby 2, B.C.

Attention: Mr. W.C. Sinclair, P. Eng.  
Construction Engineer

Dear Sir:

Re: Inspection of Municipal  
Capital Electrical Works

We are pleased to submit a proposal to provide engineering supervision and construction inspection services for your 1974 street lighting program.

We understand the scope of our duties would be as outlined in your letter of May 13<sup>th</sup>, 1974.

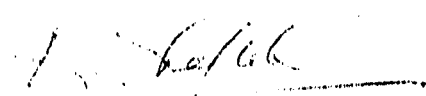
We suggest that remuneration for our services would be as outlined in Section III, Scale 1 - Payroll Cost Plus Percentage in the Outline of Services and Scale of Minimum Fees as published by the Association of Professional Engineers of B.C. (May 1972).

We propose that the number and classification of staff personnel, their duties and hours of service would be determined in agreement with the Corporation.

Should other forms of remuneration be preferred, we would be pleased to submit proposals on these.

We look forward to providing efficient and co-operative service to you on this work.

Yours sincerely,

  
R.P. Shaflik, P. Eng.

RPS/ss