

## COUNCIL REPORT

M&C No.	2019-52
Report Date	March 08, 2019
Meeting Date	March 25, 2019
Service Area	Saint John Water

His Worship Mayor Don Darling and Members of Common Council

***SUBJECT: 2019 Engineering Inspection Services***

***OPEN OR CLOSED SESSION***

This matter is to be discussed in open session of Common Council.

***AUTHORIZATION***

Primary Author	Commissioner/Dept. Head	City Manager
<b><i>Joel Landers</i></b>	<b><i>Brent McGovern/Brian Keenan</i></b>	<b><i>John Collin</i></b>

***RECOMMENDATION***

It is recommended that Common Council authorize staff to establish supply agreements with the seven consulting firms noted below, at the hourly rates provided in this report totaling \$620,000 plus HST for the provision of engineering inspection services for 2019 Capital Program projects.

***EXECUTIVE SUMMARY***

The purpose of this report is to have Common Council authorize staff to establish supply agreements totaling \$620,000 plus HST for the provision of engineering inspection services.

***PREVIOUS RESOLUTION***

July 30, 2018; 2019 Water & Sewerage Utility Fund Capital Program approved

July 30, 2018; 2019 General Fund Capital Program approved

***REPORT***

Common Council has approved the 2019 Water & Sewerage Utility Fund Capital Program consisting of 26 projects totaling \$7,595,500 and the 2019 General Fund (Storm & Transportation) Capital Program consisting of 14 projects totaling \$8,417,000.

A portion of the projects in the 2019 Capital Programs are being designed “in-house” and will require engineering inspection services during construction. There will be a requirement to provide engineering inspection for approximately 14 “in-house” designed projects during the 2019 construction season.

In order to ensure that adequate engineering inspection resources are available to the City for the approved Capital Program projects, staff have issued a Request for Proposal (RFP) for engineering inspection services. The RFP was issued to eight local consulting firms that have the appropriate resources on staff capable of providing engineering inspection services on municipal type projects.

Seven firms have submitted proposals in response to the RFP, providing resumés for inspection resources including hourly rates. The seven firms that replied were:

- Crandall Engineering Ltd.
- CBCL Limited
- Dillon Consulting Limited
- GEMTEC Limited
- WSP Canada Inc.
- Stantec Consulting Ltd.
- EXP Services Inc.

No single firm has the resources in place to provide all the required engineering inspection services. The hourly rates submitted by the consultants with their proposals were similar so staff averaged the rates and established one hourly rate for each of the three levels of inspectors – Junior, Intermediate and Senior – as follows:

Junior Inspector	-	\$74
Intermediate Inspector	-	\$84
Senior Inspector	-	\$96

The hourly rates include all miscellaneous expenses (car, cellular telephone, digital camera, etc.) and do not include H.S.T. All seven engineering firms have confirmed they are in agreement with the above rates.

The City will determine the appropriate level of inspector required for a given project and then request the engineering inspection services from the seven consulting firms on a rotational basis.

### ***STRATEGIC ALIGNMENT***

This report aligns with Council’s Priority for Valued Service Delivery, specifically as it relates to investing in sustainable City services and municipal infrastructure.

### ***SERVICE AND FINANCIAL OUTCOMES***

The total overall cost for engineering inspection services for 2019 is difficult to predict as there are a number of variables; most significant of which is how many contractors and the number of construction crews that will be working at a given time period. Staff has estimated the overall value of the engineering inspection services for 2019 to be approximately \$620,000 plus 15% H.S.T.

Funds to cover the cost of the engineering inspection service are included in the approved 2019 Capital Program project budgets.

### ***INPUT FROM OTHER SERVICE AREAS AND STAKEHOLDERS***

The Request for Proposal document and this report have been reviewed with the City's Materials Management Department and they support the recommendation being put forth.

### ***ATTACHMENTS***

None