



City of North Bay Report to Council

Report No: CORP-2022-062

Date: May 6, 2022

Originator: Mary-Ann Kotylak, CPPB, CPPO
Manager of Purchasing

Reid Porter, P.Eng.
Infrastructure Engineer

Business Unit:
Corporate Services

Department:
Financial Services Department

Subject: Request for Proposal 2022-52 Geotechnical Services

Closed Session: yes ☐ no ☒

Recommendation

That City Council approves the award of a contract to Englobe Corp., based on the unit rates specified in their bid for RFQ 2022-52 to provide geotechnical services including testing and investigations for various ongoing City projects on an as-needed basis based on the unit rates specified in their bid, for a term of three years with an option in favour of the City to extend the contract for two additional terms of up to one year each.

Background

The City requires field and laboratory geotechnical services for ongoing City projects. Testing is undertaken by a third party geotechnical firm on behalf of the City. These tests are necessary to ensure contractor construction processes and materials meet the requirements of the contract and the Ontario Provincial Standard Specifications. The current contract for geotechnical services has expired.

Financial/Legal Implications

A formal bid request, which closed April 25, 2022, was administered by the Purchasing Department and was publically advertised in accordance with the City's Purchasing By-Law 2013-200. One proposal was evaluated by the Purchasing Manager, Infrastructure Engineer, Senior Project Manager and the Municipal Development Engineer. The evaluation considered experience, qualifications, response to scope of work and price.

The results are as follows:

Ranking	Company	Overall Score
1	Englobe Corp.	92.33

The bid price of \$849,535.00 (plus HST) from Englobe Corp. represents a total cost over the initial three year term based on the estimated quantities specified in the RFQ. Under the terms of the contract, the City will pay the unit rate specified in their proposal and is not bound to any specific quantities. The actual quantity and the value of the work requested will vary based on operations requirements and budget availability. The proposal from Englobe Corp. met all requirements. Their bid is considered fair and reasonable.

Funding for geotechnical services provided under this contract is managed within the operating and capital budgets of various departments. Operational departments will ensure that the quantity and value of work requested does not exceed the funding allocated in associated capital projects. Sufficient funding will continue to be requested in future years.

Corporate Strategic Plan

- ☐ Natural North and Near
- ☒ Affordable Balanced Growth
- ☒ Responsible and Responsive Government
- ☐ Economic Prosperity
- ☐ Spirited Safe Community

Specific Objectives

Maintain infrastructure across the city in a good state of repair.

Ensure the efficient and effective operations of the city, with particular consideration to the impact of decisions on the property tax rate.

Options Analysis

Option 1: That City Council approves the award of a contract to Englobe Corp., based on the unit rates specified in their bid for RFQ 2022-52 to provide geotechnical services including testing and investigations for various ongoing City projects on an as-needed basis based on the unit rates specified in their bid, for a term of three years with an option in favour of the City to extend the contract for two additional terms of up to one year each.

Option 2: Do not award a contract. This option is not recommended because the specified geotechnical services are necessary to ensure contractor construction processes and materials meet the requirements of the contract.

Recommended Option

That City Council approves the award of a contract to Englobe Corp., based on the unit rates specified in their bid for RFQ 2022-52 to provide geotechnical services including testing and investigations for various ongoing City projects on an as-needed basis based on the unit rates specified in their bid, for a term of three years with an option in favour of the City to extend the contract for two additional terms of up to one year each.

Respectfully submitted,

Name: Mary-Ann Kotylak, CPPB, CPPO

Title: Manager of Purchasing

Name: Reid Porter, P.Eng.

Title: Infrastructure Engineer

We concur with this report and recommendation.

Name: Adam Lacombe, P. Eng.

Title: Senior Capital Program Engineer

Name: John Severino, P.Eng, MBA

Title: City Engineer – Infrastructure and Operations

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: David Euler, P.Eng., PMP

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Reid Porter, P.Eng.

Title: Infrastructure Engineer