



City of North Bay Report to Council

Report No: CORP-2024-036

Date: May 7, 2024

Originator: David Allan
Interim Purchasing Manager

Gerry McCrank, C.E.T., LEL
Senior Project Manager

Business Unit:

Corporate Services

Department:

Financial Services Department

Subject: Request for Proposal 2024-27 Professional Engineering Services for the Sidewalk Program

Closed Session: yes ☐ no ☒

Recommendation

That City Council approves the award of a contract to EXP Services Inc. in the amount of \$1,109,522.50 (plus HST) for the provision of professional engineering services for the sidewalk program; and that City Council authorizes the transfer of funds to the project as outlined in Report to Council No. CORP 2024-036.

Background

The contract will provide professional engineering services for the design and construction assistance of sidewalks on one side of the road in locations throughout the City that currently have transit routes. To facilitate the installation of the sidewalks the program will include the installation of storm sewers, curb & gutter, restoration, and partial asphalt paving including granular road base.

This program is a multi-year construction project that will benefit the neighborhoods that don't have existing sidewalks available to provide safe and reliable travel for pedestrians to and from existing transit stops.

The preliminary and detailed design for all sections will be completed from 2024 to 2026 to ensure tender ready contracts are issued during the winter period prior to each construction season. Construction of the various sections of sidewalks is expected to commence in 2024 with the final section completed in 2031.

Financial/Legal Implications

A formal bid request, which closed April 2, 2024, was administered by the Purchasing Department and was publicly advertised in accordance with the City's Purchasing By-Law 2013-200. Three (3) proposals were evaluated by the Interim Purchasing Manager, the Senior Project Manager, Municipal Engineer and the Senior Municipal Engineer. The evaluation considered experience and qualifications, statement of understanding and methodology, work plan, project schedule, risk management and price.

The results are as follows:

Ranking	Company	Overall Score
1	EXP Services Inc.	86.83
2	Safe Roads Engineering	81.48
3	ConceptDash Inc	*

* Proponents marked with an asterisk provided proposals that did not meet the minimum mandatory requirements

The proposal from EXP Services Inc. scored highest and provides the best overall value to the city. Their bid is considered fair and reasonable.

Funding for the design and current year engineering services is available in Project No. 4330TR – Construction of Sidewalks for Transit Routes. To assist with project management, an amount of \$1,759,859 will need to be transferred from Capital Project No. 4303RD – Premier Sidewalk and Resurfacing to 4330TR - Construction of Sidewalks for Transit Routes to cover the total project costs including the design, engineering, construction contract and contract administration services.

The project has been identified in the City's 10 Year Capital budget. Future year capital budgets will continue to include sufficient funding to support the completion of the project.

Corporate Strategic Plan

- | | |
|--|---|
| <input type="checkbox"/> Natural North and Near | <input type="checkbox"/> Economic Prosperity |
| <input checked="" type="checkbox"/> Affordable Balanced Growth | <input checked="" type="checkbox"/> Spirited Safe Community |
| <input type="checkbox"/> Responsible and Responsive Government | |

Specific Objectives

Consider all aspects of decisions to fund new infrastructure.

Develop an Integrated Active Transportation system.

Options Analysis

Option 1: That City Council approves the award of a contract to EXP Services Inc. in the amount of \$1,109,522.50 (plus HST) for the provision of professional engineering services for the sidewalk program; and that City Council authorizes the transfer of funds to the project as outlined in Report to Council No. CORP 2024-036.

Option 2: Do not award the contract. If the contract is not awarded the City will be unable to expand sidewalks to neighbourhoods that currently do not have sidewalks to support transit routes.

Recommended Option

That City Council approves the award of a contract to EXP Services Inc. in the amount of \$1,109,522.50 (plus HST) for the provision of professional engineering services for the sidewalk program; and that City Council authorizes the transfer of funds to the project as outlined in Report to Council No. CORP 2024-036.

Respectfully submitted,

Name: David Allan
Title: Interim Purchasing Manager

Name: Gerry McCrank, C.E.T., LEL
Title: Senior Project Manager

We concur with this report and recommendation.

Name: Adam Lacombe, P. Eng.
Title: Senior Capital Program Engineer

Name: Alan Korell, P.Eng.
Title: Interim City Engineer

Name: Shannon Saucier, CPA, CA
Title: Director, Financial Services / Deputy Treasurer

Name: Margaret Karpenko, CPA, CMA
Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng, MBA
Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Gerry McCrank, C.E.T., LEL
Title: Senior Project Manager