

AGENDA ITEM NO: 7.2

MEETING DATE: August 6, 2024

**STAFF REPORT – COVER SHEET**

SUBJECT: City Hall Parking Lot Expansion RFEI DATE: July 24, 2024

DEPARTMENT: Engineering PREPARED BY: Doug Mossey

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**1. SUMMARY OF ISSUE:**

Six expressions of interest were received in response to the City Hall Parking Lot Expansion Request for Expression of Interest (RFEI). The work includes the supply of all labour, materials and equipment to construct additional City Hall parking at 46039 Southlands Drive.

A decision to advance three proponents to the tender stage is required.

**2. RECOMMENDATION:**

That Council authorize staff to forward Tender documents to the following selected proponents to provide construction services for the City Hall Parking Lot Expansion Project.

1. B.A. Blacktop Infrastructure Ltd.
2. B&B Heavy Civil Construction Ltd.
3. Strohmaier Excavating (2019) Ltd.

  
Kara Jefford, Director of Engineering

**3. FINANCE COMMENTS:**

Funding has been allocated within the approved 2024 Financial Plan.

  
FOR: Glen Savard, Director of Finance

**4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:**

Supports recommendation.

  
David Blain, CAO

**STAFF REPORT ON  
City Hall Parking Lot Expansion RFEI**

PREPARED BY: Andrew Pipke                      DATE: July 24, 2024  
POSITION: Senior Road Safety Specialist      DEPARTMENT: Engineering

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**1. SUMMARY OF ISSUE:**

Six expressions of interest were received in response to the City Hall Parking Lot Expansion Request for Expression of Interest (RFEI). The work includes the supply of all labour, materials and equipment to construct additional City Hall parking at 46039 Southlands Drive.

**2. BACKGROUND:**

- 2.1 The recent addition to City Hall not only provided additional space for staff, but also new meeting rooms used to facilitate larger meetings with partners and community groups.
- 2.2 During peak time, the visitor parking across from City Hall at 46019 and 46029 Southlands Drive regularly fills up, forcing visitors to search for limited parking along Southlands Drive, Southlands Crescent, in the Staff visitor parking lot, or along Brooks Avenue. City staff and BC Ambulance staff are using on-street parking, which will be in high demand as the new housing regulations create increased density in the area.
- 2.3 The City purchased the house at 46039 Southlands Drive in 2021 to facilitate future civic parking lot expansion. Demolition of the existing structure on the property is scheduled to be completed in the coming days.

**3. FACTORS:**

- 3.1 Six expressions of interest from the following proponents were received in response to the City Hall Parking Lot Expansion Project RFEI.
- 3.2 A three-member evaluation team ranked the expressions of interest based on the pass/fail document submissions criteria and the following technical criteria:
  - a. Experience and Expertise of the Respondents Team (30%)
  - b. Related Project Experience (25%)
  - c. Project Approach (25%)
  - d. References (20%)

3.3 The results of the evaluation are as follows:

<b>Proponent</b>	<b>Evaluation Points</b>	<b>Ranking</b>
B&B Heavy Civil Construction Ltd.	92.5	1
B.A. Blacktop Infrastructure Ltd.	91.7	2
Strohmaier Excavating (2019) Ltd.	78.2	3
Rovan Enterprises Ltd.	69.7	4
KGH Equipment Ltd.	53.7	5
Ghotra Excavating and Trucking Ltd.	Did not meet document submission requirements	6

3.4 The evaluation team ranked the RFEI submittals based on information and details provided on relevant projects that the proponent team members have completed.

3.5 After careful analysis of the submittals, the evaluation team selected the top three proponents based on the evaluation criteria.

3.6 A decision to advance three proponents to the tender stage is required.

#### 4. RECOMMENDATION

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