

AGENDA ITEM NO: 7.1

MEETING DATE: April 4, 2023

STAFF REPORT – COVER SHEET

SUBJECT: Chilliwack Creek Pump Station Preliminary Design – RFP Proponent Selection DATE: March 16, 2023

DEPARTMENT: Engineering PREPARED BY: Kara Jefford

1. SUMMARY OF ISSUE:

The City of Chilliwack invited Expressions of Interest from proponents to provide preliminary engineering design for the Chilliwack Creek Pump Station project. Four (4) compliant Expressions of Interest were received by the stipulated closing time.

A decision to advance three (3) proponents to the Request for Proposal (RFP) stage is required.

2. RECOMMENDATION:

That Council authorize staff to forward Request for Proposal (RFP) documents to the following selected proponents to provide "Preliminary Engineering Design for the Chilliwack Creek Pump Station Project":

1. Urban Systems Ltd.
2. McElhanney Ltd.
3. Stantec Consulting Ltd.


K. Jefford, Director of Engineering


3. FINANCE COMMENTS:

Funding is allocated within the 2023 Financial Plan for this project. The project has been approved for 100% funding through the UBCM Community Emergency Preparedness Fund (Disaster Risk Reduction – Climate Adaptation funding stream).


Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.


Chris Crosman, CAO

**STAFF REPORT ON
CHILLIWACK CREEK PUMP STATION PRELIMINARY DESIGN – RFP PROPONENT SELECTION**

PREPARED BY:	<u>Frank Van Nynatten</u>	DATE:	<u>March 16th, 2023</u>
POSITION:	<u>Assistant Manager of Environmental Services</u>	DEPARTMENT:	<u>Engineering</u>

1. DEFINITION OF ISSUE:

The City of Chilliwack invited Expressions of Interest from proponents to provide preliminary engineering design for the Chilliwack Creek Pump Station project. Four (4) compliant Expressions of Interest were received by the stipulated closing time.

A decision to advance three (3) proponents to the Request for Proposal (RFP) stage is required.

2. BACKGROUND:

- 2.1 The City of Chilliwack has been approved for funding through the UBCM Community Emergency Preparedness Fund (Disaster Risk Reduction – Climate Adaptation funding stream) for consulting services to support preliminary design of upgrades to the Chilliwack Creek Pump Station and Floodbox. The funding will cover 100% of the consultant's costs, up to \$150,000.
- 2.2 The Chilliwack Creek Pump Station and Floodbox, located on Schweyey Road (Town Dike) were constructed almost 75 years ago and serve an urban/agricultural catchment area of approximately 8,400 Ha, forming a critical component of Chilliwack's flood protection system. The infrastructure is integrated into Chilliwack's dike system that protects the community from Fraser River floods.
- 2.3 Based on cost estimates, it is anticipated that the preliminary design work will be completed in two phases. The objective of Phase 1 of this Project is to complete engineering, archaeological and environmental assessments to support the subsequent preliminary design of pump station/floodbox upgrades (Phase 2).
- 2.4 The Proponents' services will include the Phase 1 activities for the Chilliwack Creek Pump Station / Floodbox:
 - Climate Change Impact Assessment (hydrologic / hydraulic modeling)
 - Cultural Heritage Overview Assessment
 - Geotechnical Report / Seismic Assessment including seismic deformation analysis
 - Preliminary Structural Assessment Report
 - Environmental Overview Assessment

- 2.5 The subsequent phase of this project would include preliminary design of the mechanical, electrical and structural upgrades, including assessment of conversion to a fish-friendly structure since Chilliwack Creek and many of its tributaries are salmon-bearing. The preliminary design would be suitable for delivery through a design-build project. Additional provincial and/or federal funding may be pursued for Phase 2 and the design-build project.
- 2.6 The schedule for the Proposals call process is as follows:

Stage 2

Issue RFPs to Selected Proponents for Stage 2	April 5 th , 2023
Request for Proposal Closing	May 10 th , 2023 at 3:00 pm
Staff Report to Council /Acceptance	June 6 th , 2023
Substantial Completion	July 1 st , 2024

3. FACTORS:

- 3.1 Four (4) proponents submitted Expressions of Interest:
1. Aplin & Martin Consultants Ltd.
 2. McElhanney Ltd.
 3. Stantec Consulting Ltd.
 4. Urban Systems Ltd.
- 3.2 A three (3) member evaluation committee evaluated each document based on the following criteria:
- a. Proponent's Experience (30%)
 - b. Project Personnel (25%)
 - c. Team Cohesiveness (10%)
 - d. General Project Approach (25%)
 - e. Schedule and Commitment (10%)
- 3.3 The results of the evaluation committee point ranking are as follows:

<i>Proponent Teams</i>	<i>Evaluation Points</i>	<i>Ranking</i>
Urban Systems Ltd.	89.8	1
McElhanney Ltd.	78.7	2
Stantec Consulting Ltd.	77.1	3
Aplin & Martin Consultants Ltd.	74.1	4

(Total available evaluation points = 100)

- 3.4 The evaluation committee ranked the RFEI submittals based on information and details provided on relevant projects that the proponent team members have completed. The three lead proponents will be invited to submit proposals under the next stage, Request for Proposals (RFP).
- 3.5 After careful analysis of the submittals the committee selected the top three firms based on the evaluation criteria.
- 3.6 When the proposals are received from the three selected finalists, the evaluation committee will review them and subsequently recommend to Council the preferred proponent to carry out the work.
- 3.7 Substantial completion of the Phase 1 preliminary design work is scheduled for July 1st, 2024.

4. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

That Council authorize staff to forward Request for Proposal (RFP) documents to the following selected proponents to provide “Preliminary Engineering Design for the Chilliwack Creek Pump Station Project”:

1. Urban Systems Ltd.
2. McElhanney Ltd.
3. Stantec Consulting Ltd.

Substantiation:

The preliminary engineering design will provide the necessary information for future pump station upgrades. Upgrades to the pump station will ensure that capacity needs are maintained to provide robust flood protection.