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**TO:** CITY MANAGER **DATE:** 2017 October 25

**FROM:** DIRECTOR FINANCE **FILE:** 5820-20  
118-06/15

**SUBJECT:** CONTRACT EXTENSION – MATERIALS TESTING SERVICES

**PURPOSE:** To obtain Council approval for a contract extension and increase for the materials testing services.

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**RECOMMENDATION:**

1. **THAT** Council approve a two year contract extension to Metro Testing Laboratories (Burnaby) Ltd. for an estimated total cost of \$735,000 including GST in the amount of \$35,000 for an estimated total cost of \$1,365,000 including GST in the amount of \$68,000.

**REPORT**

In 2015, Council awarded a two year contract to Metro Testing Laboratories (Burnaby) Ltd. for a total cost of \$556,500 including GST in the amount of \$26,500. Since the award of this contract, one change order valued at \$73,500 including GST in the amount of \$3,500 has been applied to this contract to cover increased volume of work. The contract included materials, labour, plant, tools and equipment to fulfill the City of Burnaby's materials testing and miscellaneous geotechnical evaluation program from 2015 November 01 to 2017 October 31 with options for three one year extensions at the discretion of the City.

This recommendation is for the contract increase of \$735,000 including GST in the amount of \$35,000 for a total cost of \$1,365,000 for a term of two years from 2017 November 01 and 2019 October 31. Metro Testing Laboratories (Burnaby) Ltd. agreed to keep all their rates at current level with no increases for the duration of the new two-year term. A higher spend is anticipated in 2017 – 2019 due largely to an increase in the City's civic and operational projects. Final payment will be based on the actual quantity of goods and services delivered and unit prices as quoted.

Metro Testing Laboratories (Burnaby) Ltd. has provided these services with a proven track record for performance and reliability to the satisfaction of the City. The Director Engineering and Deputy Chief Building Inspector concur with the above recommendations. Funding for this requirement is provided in various operating and capital accounts included in the 2017 – 2021 Financial Plan.



Noreen Kassam, CPA, CGA  
DIRECTOR FINANCE

NK:GC:IP/ mlm

Copied to: Director Engineering

Deputy Chief Building Inspector