

TO: MAYOR & COUNCILLORS
FROM: DEPUTY GENERAL MANAGER FINANCE
SUBJECT: **CI – CONSTRUCTION INSPECTION SERVICES (EA-3221)**
PURPOSE: To obtain Council approval to award a Contract Increase (CI) for Construction Inspection Services.

RECOMMENDATION

THAT a contract increase to ISL Engineering and Land Services Inc., for an estimated cost of \$262,500 including GST in the amount of \$12,500 as outlined in the report titled “CI – Construction Inspection Services (EA-3221)” dated October 7, 2024 be approved; and

THAT final payment will be based on the actual quantity of goods and services delivered and unit prices as submitted.

1.0 POLICY SECTION

The City’s Procurement Policy requires Council approval for change orders, which individually or when accumulated with prior change orders, increase the total value of the contract by \$1,000,000.

2.0 BACKGROUND

On March 16, 2021, the City awarded a contract to ISL Engineering and Land Services Inc. for Construction Inspection Services for an estimated value of \$640,260 including GST in the amount of \$30,489. The original contract term was March 18, 2021 to March 17, 2023 with three individual option years available at the sole discretion of the City. The contract is currently in the second option year with term between March 18, 2024 to March 17, 2025. Since the award of the contract, there have been two contract increases totaling \$359,741 including GST in the amount of \$17,131.

3.0 GENERAL INFORMATION

This contract increase of \$262,500 including GST in the amount of \$12,500 is required to cover costs of additional scope that has recently been added to the program to facilitate with multiple on-going Metro Vancouver projects resulting in the need for additional engineering services.

The total estimated contract value is \$1,262,501 including GST in the amount of \$60,120.

Contract History	Date	Accumulative Total Change (including GST)
Original Contract Award	March 2021	\$ 640,260
Contract Increase #1	June 2023	\$ 325,300
Contract Increase #2	April 2024	\$ 34,441
Subtotal Contract Increase 1 and 2		\$359,741
Contract Increase #3	Pending	\$ 262,500
TOTAL		\$ 1,262,501

The General Manager Engineering concurs with this recommendation.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

The RFP 248-12-20 Construction Inspection Services (Attachment 1) was posted. Upon closing, the City received a total of two submissions.

5.0 FINANCIAL CONSIDERATIONS

Funding for this work is included in the 2024 – 2028 Financial Plan under various operating and capital accounts.

Respectfully submitted,

Ratan Grewal, Deputy General Manager Finance

ATTACHMENTS

Attachment 1 – RFP 248-12-20

REPORT CONTRIBUTORS

This report was prepared by Steve Chan, Senior Buyer and reviewed by Sophan Lum, Senior Manager Procurement Services - Capital.