

TO: MAYOR & COUNCILLORS
FROM: DEPUTY GENERAL MANAGER FINANCE
RESPONSIBLE DEPARTMENT(s): ENGINEERING
SUBJECT: **CI – FLOW MONITORING AND ASSESSMENT PROGRAM – STORMWATER AND SANITARY**
PURPOSE: To obtain Council approval for a Contract Increase (CI) for the Flow Monitoring and Assessment Program – Stormwater and Sanitary.

RECOMMENDATION

THAT a contract increase to Kerr Wood Leidal Associated Ltd. for an estimated cost of \$52,196 including tax, as outlined in the report titled “CI – Flow Monitoring and Assessment Program – Stormwater and Sanitary” dated May 27, 2025 be approved; and

THAT final payment will be based on the actual quantity of goods and services delivered and hourly rates submitted.

1.0 POLICY SECTION

The City’s Change Order Policy requires Council’s approval for change orders, which individually or when accumulated with prior change orders, increases the total value of the contract by \$500,000.

2.0 SUMMARY

This recommendation is to approve a contract increase of \$52,196 including tax. Further details are outlined in Attachment 1.

Breakdown of Cost	Dates	Reason	Estimated Amount including tax
Accumulated Subtotal	January 2023 to February 2026 (36 months)	Original Contract Award, Increase and Renewals	525,880
Current Contract Increase Request	May 2025	Added assessment of inflow and infiltration	52,196
TOTAL ESTIMATED CONTRACT VALUE INCLUDING TAX			578,076

The contract increase is required to assess inflow and infiltration (I&I) in sanitary systems including combined sewer overflow monitoring, I&I reporting, as well as assist the City in identifying new monitoring sites and will provide Quality Assurance and Quality Control for up to ten sites including data collection. This work helps identify excess I&I which will ultimately help reduce the City’s cost in Metro Vancouver wet weather flow billing. It also supports mandatory combined sewer overflow monitoring and I&I reporting under Metro Vancouver’s Liquid Waste Management Plan.

Additional sites are temporary and are selected to typically monitor from September to March, which aligns with the rainfall season. Site selection is based on several factors, including ongoing sewer rehabilitation work, known sewer capacity issues, previous year’s (I&I) findings, and development-related concerns. Flow monitors at the selected sites provide monitoring reports.

Kerr Wood Leidal Associated Ltd. supports the City in managing the flow monitoring program by assisting in the identification and selection of monitoring sites, managing data through FlowWorks, monitoring combined sewer overflows (CSOs), and preparing the I&I report.

3.0 BACKGROUND

Following a Request for Proposal (RFP) #14-01-22 in October 2022, the City awarded a contract for the flow monitoring assessment program for stormwater and sanitary to Kerr Wood Leidal Associates Ltd. in the amount of \$398,551, including tax. The contract term was January 10, 2023 to February 7, 2024 with the option to extend for four, one-year renewals at the discretion of the City, if services prove reliable and prices remain competitive. Optional contract renewal terms allow the City to assess the vendors performance during the initial term and provides the Contractor with the ability to adjust pricing based on market fluctuations at the time of renewal.

Kerr Wood Leidal Associates Ltd has worked with the City for over ten years on various projects.

The scope of this contract is to provide flow monitoring services for both Stormwater and Sanitary. These services help the City to monitor the sanitary sewer system and provide information and guidance on sewer condition assessment and rehabilitation program.

4.0 GENERAL INFORMATION

The estimated total contract value is \$578,076 including GST in the amount of \$27,055 and PST in the amount of \$9,926.

City staff have reviewed the increase and believe it appropriately addresses the City's needs at a fair cost.

5.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

The RFP #14-01-22 Flow Monitoring and Assessment Program - Stormwater and Sanitary was publicly advertised. Upon closing, the City received a total of one submission.

6.0 FINANCIAL CONSIDERATIONS

Funding for this work is included in the 2025 – 2029 Financial Plan under Engineering Operating Budget – Sanitary Sewer Flow Monitoring Program. (\$49,800 excluding GST).

Respectfully submitted,

Ratan Grewal, Deputy General Manager Finance

ATTACHMENTS

Attachment 1 – Contract History

REPORT CONTRIBUTORS

This report was prepared by Navdeep Singh, Engineering Technologist Design, Steve Chan, Senior Buyer, and reviewed by Scott Lovas, Acting Senior Manager, Procurement Services – Capital.