

TO: MAYOR & COUNCILLORS
FROM: DEPUTY GENERAL MANAGER FINANCE
RESPONSIBLE DEPARTMENT(S): ENGINEERING
SUBJECT: **CC – ENGINEERING CONSULTING SERVICES FOR NON-MARKET HOUSING PROJECTS**
PURPOSE: To obtain Council approval to award a Contract Change (CC) for engineering consulting services for non-market housing projects.

RECOMMENDATION

THAT a contract change to Parsons Inc. for an estimated cost of \$1,202,205 including taxes, as outlined in the report titled “CC – Engineering Consulting Services for Non-Market Housing Projects” dated July 22, 2025 be approved; and

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

EXECUTIVE SUMMARY

This recommendation is to approve a contract change of \$1,202,205 including tax. Further details are outlined in Attachment 1 – Contract History.

This contract change is required to complete the design updates, tendering services, project management, and construction inspection services for the remainder of the non-market housing program for all six sites for program completion in 2027. The contract change includes a \$15/hour increase for the consulting staff members for 2025-2027, most of whom have not received a rate increase since 2019. Sites 1, 3, 4 and 6 will be completed in 2025 while Sites 2 and 5 are expected to be under construction in 2026 and 2027.

1.0 POLICY SECTION

The City’s Change Order Policy requires Council 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 BACKGROUND

Following a Request for Proposal (RFP) in October 2019, the City awarded a contract to Parsons Inc. for preliminary and detailed design services for an estimated value of \$478,202 including tax. The design services were provided for the following offsite servicing requirements of six City-owned non-market housing sites program:

- Site 1 - Royal Oak - 6889 Royal Oak Avenue;
- Site 2 - Sunset/Kincaid - 5937 Kincaid and 5890 Sunset Street;
- Site 3 - Brynepark/Park site - 6488 Byrnepark Drive and 7435 Southwynde Avenue;
- Site 4 - Kingsway – 7392 16th Avenue;
- Site 5 - Halifax – 7409 Halifax Street; and
- Site 6 - Bevan/Stride – 6374 Byrnepark Drive.

Since the award of the contract, there have been five contract changes totaling \$1,485,490 including tax, details can be found on Attachment 1. These previous contract changes (CC) were for:

- CC #1 - Additional design services for 7409 Halifax Street (replaced original Site 5); Higher level preliminary site contamination investigations, additional civil design including topographical survey, additional ecosystem investigation and legal survey services;
- CC #2 - Utility tender, inspection and contract administration services for Sites 1, 4 and 6;
- CC #3 - BC Hydro and electrical utilities relocation coordination for Sites 1, 4 and 6; Coordination with Metro Vancouver's Glenbrook Sewer project at Site 4; Third party utility tender and inspection services for Sites 1, 3, 4, and 6;
- CC #4 - Roadworks tender, inspection and contract administration services for Sites 1, 3, 4, and 6.; and
- CC #5 - Shared access road design (Phase 1) for Site 6 (Little Bevan)

Below is a summary of the status of the six sites and remaining activities in addition to project management efforts.

- Site 1 (Royal Oak) – substantially completed in 2024. Some minor inspection work remaining in 2025 for deficiencies. No work planned for 2026 or 2027.
- Site 2 (Sunset/Kincaid) – design updates in progress. Substantial design work remaining in 2025. All inspection work planned for 2026 and 2027.
- Site 3 (Byrnepark) – expected to be substantially complete by December 2025. Approximately \$94,000 of construction inspection work for 2025. No work planned for 2026 or 2027.
- Site 4 (Kingsway) – construction is expected to be substantially complete by December 2025. Corresponding construction inspection work required for 2025. No work planned for 2026 or 2027.
- Site 5 (Halifax) – design updates in progress. Substantial design work remaining in 2025. All construction inspection work planned for 2026 and 2027.
- Site 6 (Bevan) – construction is expected to be substantially complete by December 2025. Corresponding construction inspection work is required for 2025. No work planned for 2026 or 2027.

3.0 GENERAL INFORMATION

The total estimated contract value is \$3,165,897 including tax.

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

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

The RFP #227-10/19 was publicly advertised. Upon closing, the City received a total of four submissions.

5.0 FINANCIAL CONSIDERATIONS

Funding for this capital work has been requested within the 2025 – 2029 Financial Plan under the Planning & Development – Non-Market Housing Program with an overall plan of \$15,981,400.

This contract change is accommodated under WBS element BAX.0026 (\$1,145,000 excluding GST).

Respectfully submitted,

Ratan Grewal, Deputy General Manager Finance

ATTACHMENTS

Attachment 1 – Contract History

REPORT CONTRIBUTORS

This report was prepared by Lisa Look, Assistant Project Manager, Engineering and Steven Chan, Senior Buyer, Procurement Services, and reviewed by Scott Lovas, Assistant Manager, Procurement Services and Sophan Lum, Senior Manager, Procurement Services - Capital.