

CORPORATION OF THE
TOWNSHIP OF BILLINGS

AGENDA

April 26th, 2022 6:00 p.m.

Electronic

1. OPEN
2. APPROVAL OF AGENDA
3. DISCLOSURE OF PECUNIARY INTEREST
4. ADOPTION OF MINUTES
5. DELEGATIONS
6. COMMITTEE REPORTS
7. OLD BUSINESS
8. NEW BUSINESS
 - a) 2022-20 Kagawong River Pedestrian Bridge Design
9. CORRESPONDENCE
10. INFORMATION
11. ACCOUNTS FOR PAYMENT
12. CLOSED SESSION
13. CONFIRMING BY-LAW
14. ADJOURNMENT

Memorandum

To: Mayor, Council
cc: Staff, Public
From: Staff
Date: April 22nd, 2022
RE: April 26th, 2022 Special Council Meeting

4. Minutes

None.

5. Delegations

None.

6. Committee Reports

None.

7. Old Business

None.

8. New Business

a) 2022-20 Kagawong River Pedestrian Bridge Design

Recommendation:

That Council pass by-law 2022-20 and engage Water's Edge Ltd. and Tacoma Engineering Inc. to provide engineering services for the Kagawong River Pedestrian Bridge project.

Background:

- The RFP process for engineering services on this project was initiated at the beginning of March and closed on April 13th.
- We received proposals from 3 engineering firms
- The proposals were evaluated by the CAO/Clerk, the Municipal Project Manager, the Public Works Superintendent, and the Mayor, as a representative of Council.
- The proposals were evaluated using an evaluation matrix which respondents were aware of in the RFP document.
- The evaluators performed initial evaluations, as individuals, on non-cost proposal criteria – in other words, none of the evaluators had access to cost information.
- The evaluators then met, discussed the proposals, and then looked at the cost quotes.
- The total evaluation scores and cost quotes are indicated below.

Evaluation Result

Final Evaluation (From All Evaluators)				
Proposal Criteria	Total Possible Score	Water'sEdge Tacoma	Safe Roads Engineering	EXP Engineering
Project manager & project team: demonstrated experience in similar projects	80	71	53	61
Workplan, timeline and explanation of intended client interaction process	100	77	75	80
Demonstrated project understanding, overall quality and clarity of proposal	80	71	62	71
Demonstrated innovation/value added	60	52	30	32
Cost Quote	80	60	80	40
Totals	400	331	300	284

Cost Quotes

Water's Edge/Tacoma:	\$41,090.00
Safe Roads Engineering Inc.:	\$29,000.00
EXP Engineering Services:	\$67,260.00

9. Correspondence

None.

**The Corporation of the
Township of Billings**

By-Law 2022-20

Being a By-Law to enter into a contract with Water's Edge & Tacoma Engineering Inc. – Kagawong Pedestrian Bridge Design

WHEREAS the Township of Billings issued RFP #2022-01 seeking engineering design services for the Kagawong Pedestrian Bridge Design project; and,

WHEREAS Water's Edge's response to RFP #2022-01, their proposal no. P22039 with a total upset limit of \$41,090.00 plus HST, was deemed the successful bid upon review of all submitted proposals;

NOW THEREFORE the Corporation of the Township of Billings enacts as follows:

1. That the Mayor and CAO/Clerk are hereby authorized to execute the contract attached hereto as Schedule A; and,
2. That this by-law shall come into force and take effect on the date of its passing.

Read a First, Second and Third time and enacted this 26th day of April, 2022.

Ian Anderson, Mayor

Kathy McDonald, CAO/Clerk