



**TOWN OF BLACKFALDS
COUNCIL MEETING
REQUEST FOR DECISION**

MEETING DATE: April 13, 2021

PREPARED BY: Preston Weran, Director of Infrastructure
and Property Services

SUBJECT: Award of the 2021 – 2023 Municipal Engineering Services

BACKGROUND:

For the past 10 years, the Town of Blackfalds has been working with Stantec Consulting of Red Deer to ensure the Town's engineering requirements are being met during the development and implementation of new subdivisions, capital, planning and operational projects via formal agreement.

This relationship started formally at the previous February 27, 2007 Council meeting where the following resolution was passed:

RES. 72/07

Deputy CEO Poole moved to accept the recommendation of Administration to appoint Stantec Consulting as the main provider of engineering services to the Town of Blackfalds with a review date in the year 2012 (five years).

CARRIED UNANIMOUSLY

Furthermore, at an October 2012 Council Meeting the following motion was passed:

RES.640/12

Councillor Wigmore moved to award the General Engineering Services Agreement to Stantec Consulting Red Deer for a period of 3 years with the option to extend the agreement for an additional 2 years.

CARRIED

The Master Services Agreement (MSA) with Stantec was finalized and signed in April of 2014 for the period starting January 1st, 2014 until presently. Administration continues to work within the MSA to delegate tasks to Stantec as needed through our senior management team discussions. The delay in the initial signing of the document was due to a period of extensive legal review, legal review changeover, and the changeover in the CAO position.

As the above timeframe has expired, Administration requested proposals from qualified engineering firms for general engineering services tailored to meet our current and future requirements. These services would include providing advice and recommendations based on day-to-day requirements, as well as recommendations on upcoming municipal capital projects, developer contributions, masterplan updates, project design, submissions, drawings, etc.



TOWN OF BLACKFALDS COUNCIL MEETING REQUEST FOR DECISION

DISCUSSION:

The Municipal Engineering Services Request for Proposal outlined that the Town of Blackfalds desires to enter a professional contract for a Town Engineering Firm to provide municipal engineering services for capital and operational tasks on an as needed basis.

Administration completed the updated RFP by including reviews of other similar sized municipal engineering services RFPs of this nature, updating the document to our current template and by utilizing relevant information from the last number of years to improve upon the previous RFP.

The expected work scope for providing engineering services, as needed, for items including but not limited to:

- General engineering consultation and advisement
- Review and consultation with Town staff on development policies, procedures and advice regarding regulatory compliance
- Participate in long and short-term planning/engineering exercises for the extension and upgrading of municipal infrastructure to accommodate growth, ensure public safety and the efficiency and reliability of our infrastructure
- Assist Town staff with procurement of contracted services related to engineering structures including cost estimates for budgeting purposes
- Design work, and construction management services, as requested, for capital projects from time to time
- Liaise with other levels of government, utility companies and community groups on engineering issues
- Geotechnical investigation, analysis and recommendations
- Stormwater management system analysis and planning
- Sanitary sewer collection system analysis and planning
- Water distribution system analysis and planning
- Public consultation strategies development and support
- General buildings support engineering, and
- Business case development

Note that no architectural services will be included under the scope of this engineering agreement. Future facility builds will be done via site specific proposals from qualified firms as these projects arise.

The Request for Proposal was advertised on A.P.C. and closed on January 28th, 2021 at 2:00 p.m. The Town received nine proposals in good order from the following consultants: Stantec, Al-Terra, Tagish. WSP. All North, CIMA, Morrison Hershfield, Yamisol and ISL.

The Senior Administrative Team scored the nine submissions and narrowed these submissions down to the top three; Tagish, Stantec and Al-Terra. We then held a one-hour virtual meeting with each of these three consultants. Based upon the ratings criteria provided and the virtual meeting discussions, we then narrowed the three down to two. Then we completed the necessary reference checks for each. The recommendation below



**TOWN OF BLACKFALDS
COUNCIL MEETING
REQUEST FOR DECISION**

is based on these meetings, the criteria scoring attached and the reference's input received.

FINANCIAL IMPLICATIONS:

Minor savings, as the primary Engineer's hourly rates have been reduced by 11%. Operational engineering costs for 2021-2023 will be impacted by these savings. All associated capital engineering, construction testing, project management and survey costs are estimated as a percentage under the ten-year and yearly budgetary documents for each project.

ADMINISTRATIVE RECOMMENDATION:

That Council move to award the Municipal Engineering Services Agreement to Stantec Consulting Red Deer for a period of three-years with the option to extend the agreement for an additional two-years.

ALTERNATIVES:

- A. That Council refer this item back to Administration for more information.

ATTACHMENTS:

- *RFP Municipal Engineering Services Review Chart*

Approvals:



CAO Myron Thompson



Department Director/Author

RFP Municipal Engineering Services Review										
07-Apr-21	RFP	Stantec	Al-terra	Tagish	WSP	All North	CIMA	Morrison /H	Yamisol	ISL
Office Location		Red Deer	Red Deer	Red Deer County	Red Deer	Edmonton	Calgary	Calgary	Edson	Calgary
Service Delivery Plan and notes		yes, interviewed	yes, interviewed	yes, interviewed	yes, no interview	yes, no interview	yes, no interview	yes, no interview	yes, no interview	yes, no interview
References	0-5	5	missed second cut	4	missed first cut	missed first cut	missed first cut	missed first cut	missed first cut	missed first cut
Overall Profile from interview	0-5	5	4	5	missed first cut	missed first cut	missed first cut	missed first cut	missed first cut	missed first cut
Subtotal	10	10	4	9	0	0	0	0	0	0
Final Rating	100	98	76	94	62	54	60	52	46	64
Primary contact \$	FOIP	[REDACTED]								
Secondary contact \$										
		senior eng/EIT	senior engineers	senior eng/EIT	senior engineers	senior engineers	senior engineers	senior engineers	senior eng/EIT	senior engineers
Price 20% after second cut	20	15	10	20	5	5	10	5	15	10
TOTAL OUT OF 80 POINTS	80	73	62	65	57	49	50	47	31	54
Local Service Office (yes 10, no 0)	10	10	10	10	10	0	0	0	0	0
Capabilities of firm	25	23.75	17.75	19.5	16.75	16.25	15.75	16	11.25	19.75
Project History & similar Projects	6	5.75	4.25	5	3.25	4.5	3.25	3.75	2	5.25
Town understanding	10	9.25	6.25	7.5	6.25	4.75	5.25	4.5	4	7
Primary Experience	5	4.75	4	3.75	4	4	4	4.25	3.25	4
Secondary Experience	4	4	3.25	3.25	3.25	3	3.25	3.5	2	3.5
References Listed related to Town works	10	8	8	8	7	8	8	7	3	8
Primary	6	5	4	5	4	4	5	4	2	5
Secondary	4	3	4	3	3	4	3	3	1	3
Overall Profile	15	13.25	11.5	12	10.5	11	12	10.25	7.5	12.25
General Abstract	5	4.5	3.75	4	3.25	4	4	3.25	3	4.5
Style	5	4.5	3.75	3.75	3.75	3.5	4	3.5	2.25	3.75
Communication of Ideas	5	4.25	4	4.25	3.5	3.5	4	3.5	2.25	4
Innovative and Value added Solutions	20	17.5	15	15.25	13	13.25	14.5	14	9	14
Project Management	10	8.25	7.5	8	6.75	7.25	7.25	7.25	5.25	7.25
Supporting disciplines	5	4.25	4.25	3.75	3.5	3.25	4.25	4.25	2	4.25
Community Support	5	5	3.25	3.5	2.75	2.75	3	2.5	1.75	2.5