



REQUEST FOR DECISION

To: ACRD Board of Directors

From: Jenny Brunn, GM of Community Services

Meeting Date: November 22, 2023

Subject: Long Beach Airport – Fire Flow Pump Station Construction Award

Recommendation:

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors award the Long Beach Airport Fire Flow Pump Station Construction contract to Ridgeline Mechanical Ltd. in the amount of \$1,217,407.07 (excluding GST); and further,

THAT the ACRD Board of Directors authorize the CAO to negotiate and execute the Long Beach Airport Fire Flow Pump Station Construction contract on behalf of the Regional District;

Desired Outcome:

To construct a Pump Station at the Long Beach Airport (LBA) as part of phase 2 of the Fire Flow upgrades.

Summary:

The ACRD received \$737,100 in funding from the BC Air Access Program (BCAAP) in March 2023 for Phase 2 of the fire flow upgrade project with a project completion deadline requirement of March 31st, 2024. This phase of the project builds on the Watermain upgrade completed in 2022 and includes: a new pumping and treatment building, a pipe connection from existing reservoir to new wet well, 208V supply and SCADA control loops in underground ducting from new pump house to existing treatment building, the disconnection of 208V supply to existing treatment building and installation of 600V supply to new pump house (by BC Hydro), and access driveway, fence relocation, and site restoration. The project is expected to commence December 2, 2023 and be completed March 31, 2024.

The contract will be prepared by Koers and Associates Engineering Ltd. and is to be tied to the Tender submission by Ridgeline Mechanical Ltd. (inclusive of quantities and timelines).

Background:

Two submissions were received. The bids were evaluated by ACRD and Koers on the basis of firm qualifications and experience, personnel qualifications and experience, schedule, social procurement, and references in addition to price. The bids received were as follows:

Proponent	Criteria Met	As Submitted Base Contract Value excluding Optional items (Excluding GST)	Notes
Ridgeline Mechanical Ltd.	Yes	\$1,217,407.07	Timeline Met
Gibson Bros. Contracting Ltd.	No	\$1,536,855.44	Timeline Met

The Tenders included optional pricing to supply and install a standby generator which will not be pursued as it would put the total project budget over the approved available funding in the Financial Plan. Based on the evaluation ACRD staff recommend that the contract be awarded to Ridgeline Mechanical Ltd. at a cost of \$1,217,407.07 (Excluding GST).

LBA Pump Station	Estimated Costs
Engineering CA Costs	\$95,080
Construction Tender	\$1,217,407
Tender Contingency (5%)	\$60,870
Total Project Costs (Est.)	\$1,373,357
Total Available BCAAP Funding	\$737,100
Total 2023 Capital Reserve Funding	\$495,600
Total CCBF Funding	\$107,963
Additional 2024 Capital Reserve Funding	\$32,694
Total Funding Available	\$1,373,357

If the Board proceeds with the recommendation, then staff will include the \$33,000 required to complete the project in the draft 2024 budget as part of the Long Beach Airport capital reserve. There is available reserve funding to support this recommendation.

Time Requirements – Staff & Elected Officials:

The following estimated ACRD time requirements are needed to complete this project

- Procurement Coordinator – (3 hours) contract review, project support as needed
- Airport Manager – (100 hours) site and project oversight, with airside support
- Grant Coordinator – (4 hours) Grant amendment review and claim submission

Financial:

The original cost estimate for this project was \$1,176,000 based on preliminary engineering. This project is 65% funded based on that estimate, through the British Columbia Air Access Program (BCAAP). The remaining funding will be paid for through the 2024 Capital Reserve and Canada Community Building Funding as detailed in the chart above.

Strategic Plan Implications:

This project aligns with Strategic Priority 1.2 as the BCAAP grant funding is being utilized to support this project.

Policy or Legislation:

An Invitation to Tender was issued in this scenario as the ACRD's Purchasing Policy requires a Tender (or similar public offering) if the expected value of a contract exceeds \$35,000.

Options Considered:

If the Board would like further information regarding the details of the contract prior to making a decision, then the full contract could be brought forward in-camera at the next scheduled Board meeting. However, time is of the essence as this work needs to be completed by March 31st, 2024.

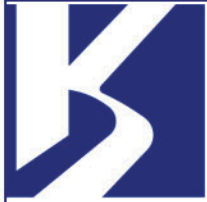
The Board may choose not to proceed at this time, however that will mean forfeiting the \$737,100 in funding from BCAAP. Staff recommend proceeding with this project and increasing the 2024 capital allocation towards this project by \$33,000.

Submitted by: Jenny Brunn
Jenny Brunn, General Manager of Community Services

Reviewed by: Teri Fong
Teri Fong, CPA, CGA, Chief Financial Officer

Reviewed by: Wendy Thomson
Wendy Thomson, General Manager of Administrative Services

Approved by: Daniel Sailland
Daniel Sailland, MBA, Chief Administrative Officer



**KOERS
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November 16, 2023
File: 2319-04

Alberni Clayoquot Regional District
3008 5th Ave
Port Alberni, B.C. V9Y 2E3

**Attention: Mr. Mark Fortune
Airport Manager**

**Re: Long Beach Airport Pump Station
Tender Summary**

Tenders for the Long Beach Airport Pump Station were received and opened at the Alberni Clayoquot Regional District on Wednesday November 1, 2023 at 2:00 p.m. by Regional District staff. Koers staff were not in attendance at the opening. The work includes the supply and installation of materials to construct a new pump station at the Long Beach Airport.

A total of two tenders were received. We understand from staff that all tenders were accompanied by the required Bid Bond, and that established procedures were followed during the tender opening process.

The Tender submission from Gibson Bros. Contracting Ltd. did not include a change to one of the line items on the Tender Form that was included in Addendum No. 2. This may be considered a non-compliant bid.

A summary of the tender bids and their time to complete the project is summarized in the table below.

TENDERER	TENDER PRICE	Schedule
Ridgeline Mechanical Ltd.	\$1,449,260.41	146 days
Gibson Bros. Contracting Ltd.	\$1,788,281.02	150 days

The Tender prices shown do not include GST or a contingency allowance.

An optional price for supply and installation of a standby generator was included in the tender. Our understanding is that the ACRD would like to remove this optional item due to budget constraints. This does not affect the order of tenders. The revised tender bids without the optional generator are summarized in the table below.

TENDERER	TENDER PRICE
Ridgeline Mechanical Ltd.	\$1,217,407.07
Gibson Bros. Contracting Ltd.	\$1,536,855.44

The Tender prices shown do not include GST or a contingency allowance.

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Alberni Clayoquot Regional District
Mr. Mark Fortune

The lowest compliant Tender is from Ridgeline Mechanical Ltd., who is based in Courtenay. The stated completion period of 146 calendar days is considered achievable for the scope of work involved in the Contract. We assume that this schedule includes time for material delivery and coordination of crews and does not reflect the actual time on site.

Subject to sufficient funds being available, we recommend that the Regional District accept the lowest compliant Tender submitted for the Long Beach Airport Pump Station without the optional Standby Generator item, submitted by Ridgeline Mechanical Ltd. in the amount of \$1,217,407.07 plus 5% GST for a total of \$1,278,277.42.

We also recommend that the Regional District budget for engineering construction services and a further 5-10% for a construction contingency allowance.

We enclose a draft Notice of Award, which should be retyped on ACRD letterhead and issued to the Contractor following award. Please send us a copy of the notice for our records.

Yours truly,

KOERS & ASSOCIATES ENGINEERING LTD.



Kevin Dougan, P.Eng.
Project Manager
Permit to Practice No. 1001658

Enclosures

KOERS & ASSOCIATES ENGINEERING LTD.



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ENGINEERING COMPANIES
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