



# City of North Bay Report to Council

Report No: CORP 2021-40

Date: April 9, 2021

Originator: Mary-Ann Kotylak / Drew Poeta

Business Unit:  
Corporate Services

Department:  
Financial Services Department

Subject: Request for Proposal 2021-15 Design Service for Transit Bus Station Upgrades

Closed Session: yes  no

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## Recommendation

That City Council approves the award of a contract to Planmac Engineering Inc. in the amount of \$145,510.00 (plus HST) for the provision of design services related to the transit bus station upgrades.

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## Background

The City of North Bay requested proposals from qualified and experienced architecture and engineering consultants for professional services for projects primarily related to the Investing in Canada Infrastructure Program (ICIP) Transit Stream. The projects require architecture and engineering services for design, contract administration and construction assistance for washroom improvements and modifications; terminal upgrades; HVAC systems with controls; landscaping; and shelter restoration and refurbishment. The focus will be to optimize the interior as well as the exterior of the facility to improve overall safety, security and passenger comfort as well as enhancing the pedestrian and age-friendly environment to increase the use of local transit services. The contract includes services related to ongoing upgrades and repairs to the terminal as well as those services required to complete projects related to Transit Terminal Improvements and Transit Terminal Rehabilitation that were approved for funding through the Investing in Canada Infrastructure Program, ICIP - Transit Stream which will cover approximately 73.33 % of eligible costs.

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## Financial/Legal Implications

A formal bid request, which closed March 18, 2021, was administered by the Purchasing Department and was publically advertised in accordance with the City's Purchasing By-Law 2013-200. Three proposals were evaluated by the Purchasing Manager, Manager Transit, Facilities Coordinator and Special Projects Manager. The evaluation considered experience, qualifications, response to the scope of work and price.

The results are as follows:

Ranking	Company	Overall Score
1	Planmac Engineering Inc.	88.00
2	MAT 4Site Engineers Ltd.	74.31
3	R.V. Anderson Associates Limited	71.17

The proposal from Planmac Engineering Inc. scored highest and provides the best overall value to the City. Their bid is considered fair and reasonable.

Sufficient funding for this contract is available in the following Capital Projects:

- Project No. 4015TR – Transit Terminal Improvements;
- Project No. 4016TR – Transit Terminal Rehabilitation; and
- Project No. 6509TR – Transit Buildings Capital Program 2020 On-going

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## Corporate Strategic Plan

- Natural North and Near
- Economic Prosperity
- Affordable Balanced Growth
- Spirited Safe Community
- Responsible and Responsive Government

## Specific Objectives

Maintain infrastructure across the city in a good state of repair.

Consider all aspects of decisions to fund new infrastructure.

Utilize resources and partnerships to beautify and enhance the appearance of the City.

Maximize funding opportunities with other governments.

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## Options Analysis

1. That City Council approves the award of a contract to Planmac Engineering Inc. in the amount of \$145,510.00 (plus HST) for the provision of design services related to the transit bus station upgrades.
2. Do not award a contract. This option is not recommended. HVAC units, outdoor

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pathways, pads and shelters require replacement and/or significant maintenance that will result in additional future costs if not addressed. Not addressing the washroom design that improves the overall safety, security and comfort of passengers means repairing and rehabilitating the current facility at 100% municipal costs in the near future to address maintenance issues and functional deficiencies that have been identified.

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### **Recommended Option**

That City Council approves the award of a contract to Planmac Engineering Inc. in the amount of \$145,510.00 (plus HST) for the provision of design services related to the transit bus station upgrades.

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Respectfully submitted,

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Mary-Ann Kotylak  
Purchasing Manager

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Drew Poeta  
Transit Manager

We concur in this report and recommendation.

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John Severino, P.Eng., MBA  
City Engineer

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Margaret Karpenko, CPA, CMA  
Chief Financial Officer/Treasurer

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David Euler, P.Eng., PMP  
Chief Administrative Officer

Personnel designated for continuance:

Name: Drew Poeta

Title: Transit Manager