



REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: Award of Tender T2024-032 – Traffic Signal Upgrades

File #: 5210.00

From: Rachel Ollenberger, AScT
Manager of Engineering Services

Date: March 24, 2025

RECOMMENDATION:

1. THAT City Council award “Tender T2024-032 – Traffic Signal Upgrades” to Crown Contracting Ltd. for the tendered amount of \$689,700.00 (excluding taxes).
 2. THAT City Council retain W.K. Williams Engineering Consultants Ltd. to provide contract administration services at a cost of \$5,300.00 (excluding taxes).
 3. THAT City Council approve a contingency allowance of \$68,970.00 for unforeseen issues.
 4. THAT City Council authorize the Director of Engineering, Parks and Environment and the Corporate Officer to execute the contract documents for Tender T2024-032.
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PURPOSE:

The purpose of the report is to seek authorization from Council to award the tender T2024-032 – Traffic Signal Upgrades.

POLICY:

Purchasing Policy FN-12 requires City Council approval for contracts exceeding \$375,000.

COMMENTS/ANALYSIS:

The City’s annual traffic signal upgrade program involves the supply, installation and programming of new traffic signal equipment as well as modifications to existing

traffic control devices at various locations throughout the City. The City has retained W.K. Williams Engineering Consultants Ltd. (Williams) as its consultant on this project.

Tender Results:

In accordance with the Purchasing Policy, the tender was advertised on BC Bid for open and competitive bidding. Three compliant bids were received on November 29, 2024, with the following results:

	Contractor	Tender Price (Excluding GST)
1	Crown Contracting Ltd.	\$689,700.00
2	Bay Hill Contracting Ltd	\$895,980.00
3	Standard Electric Ltd	\$1,149,879.00

Evaluation:

The compliant submissions were reviewed by Williams for completeness and errors in accordance with the tender specifications. It is recommended that the contract be awarded to Crown Contracting Ltd. for \$689,700.00 (excluding taxes).

Upon award, the work will begin within four weeks and is expected to be completed within 5 months. Traffic management plans will be prepared for each site and traffic flow should be minimally impacted.

It is proposed that the City retain Williams for construction administration services for a fee not exceeding \$5,300.00. A contingency allowance of \$68,970.00 is included to address unexpected issues and will only be utilized if required.

BUDGET IMPLICATIONS:

The project is being funded as indicated in the table below:

Budget Year	Description	Budget
2023	Traffic Signal Funding	\$349,993
2024	Traffic Signal Funding	\$300,000
2025	Traffic Signal Funding	\$660,000
	Commitments to date	(\$181,196)
	Total Available Budget	\$1,128,797

Expenses:

Proposed Expenses:

Tender amount	\$ 689,700.00
Construction Administration (Williams)	\$ 5,300.00
10% Contingency (if required)	\$ 68,970.00
Total	\$ 763,970.00

The total project cost is within the available capital budget. The original design by Williams is accounted for in the commitments to date.

Respectfully Submitted,



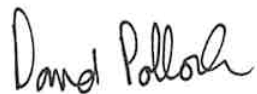
Rachel Ollenberger, ASCT
Manager of Engineering Services

Concurrence:



Graham Flack
Deputy Chief Administrative Officer

Concurrence:



David Pollock, P.Eng.
Director Engineering, Parks and Environment

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I support the recommendation.



Francis Cheung, P. Eng.
Chief Administrative Officer