

## **SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT**

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**TO:** Committee of the Whole – November 28, 2024

**AUTHOR:** Shelley Gagnon, General Manager, Community Services

**SUBJECT:** **REQUEST FOR PROPOSAL 2434504 DOCK UPGRADES AT HOPKINS LANDING – AWARD REPORT**

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### **RECOMMENDATION(S)**

- (1) THAT the report titled Request for Proposal 2434504 Dock Upgrades at Hopkins Landing – Award Report be received for information;**
  - (2) AND THAT the project budget be increased from \$519,366 to \$594,700, funded through Ports [345] Capital Reserves;**
  - (3) AND THAT the contract to provide Dock Upgrades for Hopkins Landing be awarded to Heavy Metal Marine Ltd. in the amount of up to \$503,805 (excluding GST);**
  - (4) AND THAT the delegated authorities be authorized to execute the contract;**
  - (5) AND THAT the 2024-2028 Financial Plan Bylaw (764) be amended accordingly;**
  - (6) AND FURTHER THAT that this recommendation be forwarded to the Regular Board meeting of November 28, 2024.**
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### **BACKGROUND**

In 2023, the Board approved \$519,366 (including a 0.2 FTE for project management) for the major repairs required to safely reopen Hopkins Landing dock (Resolution #183/23). The dock was closed in June 2023 after a structural assessment deemed it unsafe for public use.

Boundary Consulting Services Ltd. (BCS) was retained by the Sunshine Coast Regional District (SCRD) to be the engineer of record and to complete the design, specifications, permitting, tendering services, contract administration, construction management services, and post construction closeout, including the completion of record drawings of the major structural repairs and upgrades to the dock.

A Let's Talk page was developed (Hopkins Landing Renovation Project), public engagement initiated, and an open house was held on May 21, 2024. Three concepts were presented at the open house and on the Let's Talk page, open for feedback and comments by the community. An engagement summary report was posted on the Let's Talk page and feedback received from the public influenced the final design for the dock.

The final engineered drawings for the Hopkins Landing Renovation Project identified the repairs required to retain the current configuration of the dock (Concept 1), aligning with the priorities identified through community consultation including:

- Dock durability and climate resiliency
- Environmental impact
- Maintaining service levels
- Safety
- Community meaning
- Construction financial impact
- Ongoing financial impact

BCS completed the detailed design and tender specifications, and Request for Proposal RFP 2434504 was issued to seek proposals from qualified contractors to replace the deteriorated, damaged or otherwise compromised components of the dock, in order to safely reopen the dock.

In order to adhere to the Fisheries Act, construction works ‘in water’ must be conducted between August 15 and January 30. The construction contract needs to be awarded as soon as possible so that materials and supplies can be ordered, and crews can be mobilized to be on site in early January to meet these timelines.

The purpose of this report is to award the construction contract to carry out the necessary repairs and upgrades.

## **DISCUSSION**

### *Request for Proposal (RFP) Process and Results*

Request for Proposal 2434504 Dock Upgrades for Hopkins Landing was published October 11, 2024 and closed on November 8, 2024.

Purchasing received one compliant proposal. Led by Purchasing, the evaluation team consisted of three team members. The committee reviewed and scored the proposal against the criteria set out in the RFP. The proposal met the specifications as outlined in the RFP, had a strong score and staff are recommending that a contract be awarded to Heavy Metal Marine Ltd.

<b><u>Name</u></b>	<b><u>Value</u></b>
Heavy Metal Marine Ltd.	\$ 458,005 (before GST)

Staff are recommending that a contract not to exceed \$503,805 (which includes a 10% contingency) be awarded to Heavy Metal Marine Ltd.

### *Analysis*

The revised cost of taking this project to completion, including a 10% contingency, is \$594,700, and exceeds the available budget. This increase in actual costs is in part no doubt due to inflationary increases realized since July 2023.

Due to the uncertainty of working in a marine environment, a contingency is highly recommended.

A budget lift of \$75,334 is required to complete the project.

Staff offer the following options for the Committee's consideration:

**Option 1 – Support the staff recommendation for increased project funding, funding source, and financial plan amendment. (recommended)**

This option would enable to project to proceed immediately and within the construction timeframe required by the Fisheries Act.

**Option 2 – Redesign the dock (not recommended)**

Staff have reviewed the project and suggest that short of a complete redesign, there are no ways to reduce the scope of work. The current design addresses priority repairs and aligns with the feedback received from the community. A redesign would also result in additional costs to the project.

**Option 3 – Stop work on the project (not recommended)**

If the project were to be abandoned, the dock would remain closed. Given the importance of this dock to the community, this option is not recommended. Further, this option would result in sunk costs of approximately \$91,000.

Staff would then bring forward a 2026 budget proposal for the proposed project

*Financial Implications*

In order to complete the project, staff are recommending a budget lift of up to a maximum of \$75,344 (not including tax). It is recommended that this lift be funded from Ports Capital Reserves. The current uncommitted capital reserves are \$1,300,480.

*Timeline and Next Steps*

Following the Board's decision, the contract award will be made and the project can proceed with an anticipated completion prior to the end of February 2025.

*Communications Strategy*

Project decisions and facility implications will be communicated to impacted parties through the Let's Talk "Hopkins Landing Renovation Project" page.

**STRATEGIC PLAN AND RELATED POLICIES**

Repair and upgrading the Hopkins Landing dock aligns with the SCRD Asset Management Policy goals.

**CONCLUSION**

In accordance with the SCRD's Procurement Policy, RFP 2434504 was issued for Dock Upgrades at Hopkins Landing. One compliant proposal was received. Staff recommend that a contract for Dock Upgrades and Hopkins Landing be awarded to Havey Metal Marine Ltd. for the amount not to exceed \$503,805 (before GST), funded through capital reserves. Further staff are recommending that the project budget be increased by \$75,344 and the 2024-2028 Financial Plan Bylaw (764) be amended accordingly, and that the delegated authorities be authorized to execute the contract.

Reviewed by:			
Manager	X - J. Waldorf	Finance	X - A. Taylor
GM	X - S. Gagnon	Legislative	
CAO	X - T. Perreault	Purchasing	X - V. Cropp