
Village of Gold River

REPORT TO COUNCIL

Regular Council Meeting
August 19, 2024

Author: Joe Doxy - Director of Operations

Subject: Asset Management – Contract Award

RECOMMENDATION(S):

THAT Council authorize staff to award the Asset Management Plan, Development (Phase 1) to Asset Strategy for \$70,270.00 (Phase 1), and further that Council authorize staff to include the award of Asset Management Plan, Enhancement (Phase 2) for \$38,390 to Asset Strategy.

ALTERNATIVE(S):

THAT Council provides staff with alternate direction.

PURPOSE

To provide Council with information and receive authorization to award a consulting contract for Asset Management Development (Phase 1), and Enhancement (Phase 2) in accordance with Purchasing Policy, Finance-306.

ATTACHMENT(S):

NA

DISCUSSION

The Asset Management Development (Phase 1) is comprised of asset management policy and governance, documentation and records management, and condition assessments. The Asset Management Enhancement (Phase 2) is comprised of defining levels of service and standards for core services, enhancing the asset management plan, and providing long term capital and financial planning. There are several areas where there will be Council, public, and staff information and feedback informing the asset management plan. These engagement points will better mate services and service levels with the respective assets and steer future policy. In partnership with evaluating condition assessments and useful lives; the goal is to create an asset management plan that is financial sustainable and that is within staff's capacity to operate going forward.

Both phase 1 and phase 2 of the competition for professional services were initiated on May 22, 2024 and closed on June 14, 2024. The competition was hosted on the [BC Bid](#) and [Village website](#) and complied with the Village's Purchasing Policy No. 306 and Canadian Free Trade Agreement. The entire project was broken down into two phases with separate competitions to allow for award based on the best firm for the specific scopes of work. The winning proposal costs fall below the Purchasing Policy thresh-hold (\$75,000) for each phase; however, with both phases being recommended to the same consultant, the \$75,000 thresh-hold is surpassed and a Council resolution to affirm the award is appropriate. Scoring was done by panel of 3 staff and based on the request for proposal weighing criteria:

Proposal Technical Evaluation	Project understanding	Max 10 points
	Relevant experience	Max 15 points
	Methodology	Max 15 points
	Schedule	Max 10 points
Cost Evaluation	Proposal Fees	Max 40 points

Results for Asset Management Development (Phase 1) are tabulated below:

	Asset Strategy	David Nairne & Associates	McElhanney Ltd.
Proposal Technical Evaluation, Average Score	25.2	24.8	28.8
Cost Evaluation, Proposal Fees	40	25.2	21.5
Combined Score (Ranking)	65.20 (1)	49.95 (2)	50.29 (3)

Results for Asset Management Enhancement (Phase 2) are tabulated below:

	Asset Strategy	David Nairne & Associates	PSD Citywide	McElhanney Ltd.
Proposal Technical Evaluation, Average Score	26.0	23.6	26.7	29.6
Cost Evaluation, Proposal Fees	40.0	21.8	25.5	27.0
Combined Score (Ranking)	66.0	45.42	52.17	56.62

FINANCIAL IMPLICATIONS

The budget for this project is \$190,000 and is funded through a 2022 grant through the Union of BC Municipalities, Strategic Priorities Fund.

POLICY IMPLICATIONS

There are implications to the Asset Management Policy 212 (Admin). Phase 1 of the project includes revisiting the policy to ensure Council buy in, clarify vision, objectives, and purpose. Part of the goal is to improve the steering direction provided towards ongoing decision making around capital renewal, operations and maintenance.

LEGAL IMPLICATIONS

There are no direct legal implications implied by this project. Having an asset management plan and actively implementing it will help to reduce potential legal liabilities. Operating in an environment devoid of defined levels of service and policy can increase the exposure to financial legal liabilities.

STRATEGIC PLAN ALIGNMENT

The project supports the Financial Sustainability Strategic Priority.

Supported by CAO: _____

Respectfully submitted,

Joe Doxy ASCT, ENV SP
Director of Operations
Village of Gold River