



**The Corporation of the Municipality of Wawa
Staff Report**

Office of Infrastructure Services

Prepared For: Committee of the Whole	Report No.: DB-RW 2023 - 04
Agenda Date: April 18, 2023	File No.: C11

Report Purpose


The purpose of this report is to provide Council with an update on the Municipality's Engineer of Record Consulting Services Agreement that expire on May 31, 2023. The agreement with Kresin Engineering Corporation (Kresin) covers engineering services for the water/wastewater department. Whereas the agreement with Pinchin Limited (Pinchin) covers engineering consulting services including subdivision and site plan administration; traffic/ transportation studies; municipal infrastructure design and construction (roads, bridges and culverts); solid waste management; drainage and stormwater management; geotechnical/hydrogeological services; building structural/ mechanical; and other general services including but not limited to materials testing and surveying.

Municipal Staff are seeking support from Mayor and Council to extend the existing engineering consulting agreement with Kresin Engineering Corporation for water and wastewater engineering services, while putting the remaining engineering consulting services out for tender.

Background

Extending Consulting Agreement with Kresin

As Mayor and Council are aware, the Municipality has faced significant staffing challenges within the Water/Wastewater Department. During the recruiting period of new staff over the past year, Kresin has remained steadfast in their support of the Municipality to ensure that all regulatory and legislative requirements are met for both the water and wastewater systems. Further, Kresin has made themselves available not only to the Infrastructure Services Director and Assistant Director, they have also made themselves available to support the Operations Staff where needed to address operational challenges. Kresin has extensive knowledge of the existing water and wastewater systems which has allowed Kresin to provide insight into how to effectively manage and prepare for operational challenges in the Municipality's future.

Respectfully Submitted By: 	Prepared By: Dan Beach / Rebecca Weatherall Infrastructure Services
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In 2020, Kresin was the successful bidder and entered into a Professional Engineering Services Agreement for water and wastewater related services with the Municipality on May 12, 2020 (By-Law 3311-20), and previously had their services extended with the Municipality in 2022. Through consultation with Kresin, an updated Engineering Services Agreement has been prepared illustrating the fees and disbursements for the potential renewal of the agreement for Mayor and Council consideration. It should be noted that Kresin offers many of their services to the Municipality with 0% engineering markup fees.

Engineer of Record Tender

The Municipality entered into a Professional Engineering Services Agreement with Pinchin on May 12, 2020 (By-Law 3310-20) for the remaining engineering services outlined in the Purpose section of this report. The By-law outlines that the agreement ends on May 31, 2023.

Staff Recommendation

Extending Consulting Agreement with Kresin

Kresin has extensive knowledge of the Municipality's water and wastewater systems, has provided continuous and prompt support during our staffing shortage the previous year, and is providing the engineering, project management and contract administration services for the water treatment plant's low lift station and intake piping upgrade project. Municipal Staff are recommending to Mayor and Council to extend the existing Engineering Services Agreement for a three (3) year term beginning June 1, 2023 and ending May 31, 2026.

Issuance of Request for Proposal for Remaining Engineering Services

Due to the ongoing and continuously changing needs of the Municipality, Municipal Staff are recommending to Mayor and Council that a Request for Proposal be advertised for the remaining required Professional Engineering Services outlined in this report with the successful bidder being awarded a three (3) year term beginning June 1, 2023 and ending May 31, 2026.

Recommended Next Steps

If Mayor and Council are agreeable to the staff recommendations herein, Municipal Staff will take the following next steps:

1) Extension of Professional Engineering Services Agreement with Kresin

- a. Prepare by-law to extend Professional Engineering Services with Kresin Engineering Corporation, beginning June 1, 2023 and ending May 31, 2026;

2) Request for Proposal for Remaining Engineering Services

- a. Prepare and advertise Request for Proposal for Professional Engineering Services including subdivision and site plan administration; traffic/ transportation studies; municipal infrastructure design and construction (roads, bridges and culverts); solid waste management; drainage and stormwater management; geotechnical/ hydrogeological services; building structural/ mechanical; and other general services including but not limited to materials testing and surveying;
- b. Evaluate Proposals and recommend successful bidder to Council; and;
- c. Enter into Professional Engineering Services Agreement with the Successful Bidder to begin June 1, 2023 and end May 31, 2026.

Attachments

Kresin Engineering – Engineering Services Fees and Disbursements 2023

FEES AND DISBURSEMENTS

Hourly billing rates (HST extra – 13%) are summarized in Table 1.

Personnel	Position	Hourly Rate
Chris Kresin, P.Eng.	Senior Engineer	\$140.00
Michael Kresin, P.Eng.	Senior Engineer	\$140.00
Mark Edwards, CET	Senior Engineering Tech.	\$112.26
Jennifer Sharpe	Environmental Scientist	\$101.44
Ryan Wilson, P.Eng.	Project Engineer	\$101.44
David Barban, P.Eng.	Electrical/Mechanical Engineer	\$150.00
Various	EIT, Technician	\$75-\$95
Various	Support Staff	\$75.00

Rates are subject to annual adjustments, with approval of the Municipality.

Reimbursable Expenses

Reimbursable expenses including but not limited to: vehicular mileage (\$0.55/km), travel expenses, room and board, telephone and fax charges, printing and reproduction, courier charges, fees required for approvals and permits, etc. would be invoiced to the Municipality at cost with 0% markup.

All sub-consultant fees will also be invoiced to the Municipality at cost with 0% markup.

Local (Wawa) vendors will be sourced whenever possible (e.g. fuel, site office/field supplies, etc.).

Travel

Every effort will be made to minimize travel expenses by scheduling site visits with other work in the area and by coordinating tasks as much as possible.

Respectfully submitted by,
Kresin Engineering Corporation



Chris Kresin, M.Sc.(Eng.), P.Eng.
President and Consulting Engineer