

	<p align="center"><b>City of Lloydminster Request for Decision (RFD)</b></p>
---	--

<p align="center"><b>Subject Matter: Geotechnical Materials Testing – Standing Offer Agreement – Consultant Award</b></p>
<p><b>Department: Operations</b></p>
<p>Presented By: James Rogers</p>
<p><b>Council Meeting Date: March 24, 2025</b></p>

**Recommendation:**

That Council approve the award of the three (3) year Geotechnical Materials Testing Standing Offer Agreement to SolidEarth Geotechnical Inc., and that Administration be authorized to sign and seal all necessary documents.

**Issue:** In 2025, Administration will be initiating various capital projects that include site grading, municipal utility installation, and surface works rehabilitation and for which materials testing and geotechnical engineering services are integral components of these capital projects. High regard for quality control is required to ensure contractor compliance with the standards and specifications stipulated within the individual project documents.

**Background:** In 2018 and again in 2022, Administration utilized the Standing Offer Agreement approach for the provision of geotechnical engineering and materials testing services as part of various capital projects. This approach has proven to be extremely beneficial with respect to the efficiency, the quality, and the consistency of these capital projects. By utilizing the services of one Geotechnical Consulting Engineer for the provision of these services, the consistency across all projects regardless of the project manager, or capital project intent, has significantly improved. The current Standing Offer Agreement, which was extended to a maximum length of three (3) years, has ended and a new Standing Offer Agreement is required.

This work is best procured as a Standing Offer Agreement since the exact quantity and location of services is not known and the final cost is heavily dependent upon the frequency of the requested services, the subsurface conditions at the respective site, and construction issues.

The scope of work for this Standing Offer Agreement includes completing all material testing (i.e., soils, aggregates, concrete, asphalt, etc.) as well as the provision of a geotechnical engineer available for consultation throughout the design and construction processes on all capital projects. The Geotechnical Consulting Engineer will work with the project manager to establish solutions to construction problems associated with materials, as well as review test results to ensure contractor compliance with the applicable standards and specifications.

Geotechnical investigations will also fall under this agreement, but with separate proposals provided for each investigation. These geotechnical investigations involve drilling of roadways or other project areas followed by an analysis of the subsurface conditions.

Administration issued a Request for Proposal (RFP) to secure the services of an experienced Geotechnical Consulting Engineer on February 13, 2025. The RFP was issued and posted to Bids and Tenders. The proposal period closed on March 6, 2025. Four (4) bids were received and reviewed for correctness.

A thorough analysis of the proposals was conducted to ensure the proponent with the best understanding of the requirements in the RFP is selected. Evaluation criteria and weighting were based on:

- Corporate Qualifications & Experience
- Key Staff Qualifications & Experience
- Methodology/Work Plan
- Financial Summary

The scoring results are summarized in the table below:

Consultant	Three (3) Year Aggregate Cost * (excluding GST)	Total Score
SolidEarth Geotechnical Inc.	\$736,725.00	81.0
Clifton Engineering Group Inc.	\$772,971.90	76.8
Thurber Engineering Ltd.	\$1,105,839.00	62.0
Nichols Environmental (Canada) Ltd.	\$1,321,752.00	59.7

*\* The three (3) year aggregate cost as identified above is an estimated cost of all services to be rendered by the successful Geotechnical Consulting Engineer throughout the duration of the three (3) year Standing Offer Agreement. The aggregate cost is not the actual budget approved of the successful Geotechnical Consulting Engineer, but rather it is used to evaluate the proposals and the applicable unit rates being submitted. Therefore, the quantities estimated within the RFP were only for the purpose of evaluating proposals based on data and services provided on previous projects.*

The agreement will be for a term of three (3) years, with the future costs adhering to the rates proposed in the successful Geotechnical Consulting Engineer proposal. The costs incurred under this agreement will be applied to the project for which services will be rendered.

#### **Options:**

1. That Council approve the award of the three (3) year Geotechnical Materials Testing – Standing Offer Agreement to SolidEarth Geotechnical Inc., and that Administration be authorized to sign and seal all necessary documents.
2. That Council not approve the motions as indicated in the Recommendation above.
3. That Council request additional information and that the item be brought forward to a future Regular Council Meeting.

	<p align="center"><b>City of Lloydminster Request for Decision (RFD)</b></p>
---	--

**Alignment with Strategic Plan:** This item is in alignment with the following strategic area: Managing our Environment and Infrastructure. Ensuring the completed capital projects are in alignment with the City's standards and specification ensures quality and assists to maximize materials life cycle.

**Legal Review:** N/A

**Governance Implications:** N/A

**Budget/Financial Implications:** This procurement and the Standing Offer Agreement locks in the service rates for the next three (3) years. The number of tests or actual costs incurred in each year will be subject to the applicable operating or capital budget.

**Environmental Implications:** N/A

#### **Report Approval Details**

Document Title:	Geotechnical Materials Testing - Standing Offer Agreement - Consultant Award.docx
Attachments:	
Final Approval Date:	Mar 17, 2025

This report and all of its attachments were approved and signed as outlined below:

Don Stang

Marilyn Lavoie

Dion Pollard