

SPECIAL COUNCIL MEETING

Midway Council Chambers, 661 8th Avenue
Midway, BC

We wish to acknowledge that this meeting is taking place on the non-treaty traditional lands of the Okanagan Nation and the Osoyoos Indian Band

Friday, October 25, 2024 09:00 hours



Lisa Teggary, Chief Administrative Officer

AGENDA

1. **Call to Order 09:00 Hours, Midway Council Chambers, 661 8th Avenue., Midway BC**
2. **Late Items**
3. **Adoption of Special Meeting Agenda of October 25, 2024**
4. **Discussion**
 - a) Standby generator award, 2024 Capital Budget amendment
 - b) Community Centre Upgrade update
5. **In-Camera**
 - Section 90(1)(c) – labour relations or other employee relations
6. **Adjournment**



Staff Report – Item 4(a)

Date: October 24, 2024

File No: 0640-30

To: Council

From: Chief Administrative Officer

Subject: Standby Generator RFQ award and 2024 Capital budget amendment approval

RECOMMENDATION:

THAT Council approves a 2024 Capital budget amendment increase of \$30,000, for the Standby generator pumphouse #1 project, from the Canada Community Building Fund (formerly the Gas Tax Fund).

AND THAT Council approves for the project award to Kettle Valley Electric Ltd for a contract price of \$109,228.00 plus GST.

ISSUE/PURPOSE:

To seek approval from Council to amend the 2024 Capital plan for additional funds for the Standby backup generator purchase and install, and to seek approval from Council to award the project.

BACKGROUND:

On September 17th, 2024, the the Village of Midway invited qualified professionals to provide quotations on the supply, delivery, installation and commissioning of One (1) 80KW-100KW natural gas Standby Generator of Pumphouse #1. The new backup generator is an important asset to the village operations and will feed the current 200amp 600v 4 wire 3 phase service through an automatic transfer switch, that will start the generator and transfer power during a power outage. This equipment will minimize the risk of water issues during a power outage, avoid having to hire equipment from other sources, which in turn may not work as per current set up and it will safeguard village assets.

The request for proposal bidding process closed on October 18, 2024 through BC Bid. Three proposals were received and after reviewing it was determined that all met the requirements of the bid. The bids received in price order including PST, and excluding GST are as follows:

Kettle Valley Electric Ltd. - \$109,228.00

Canada Power Generator Inc. - \$120,685.87

Martech Electrical - \$126,422.00

The proposals were evaluated based on a matrix scoring system that accompanied the request for quotation (RFQ). Below is the breakdown of the percentages allocated based on the proposals, for each proponent:



Staff Report – Item 4(a)

COMPANY NAME	PROJECT TEAM AND CORPORATE COMMITMENT (15%)	PAST PERFORMANCE AND REFERENCES (15%)	PROJECT UNDERSTANDING, METHODOLOGY, TASK LIST, AND DELIVERABLES (20%)	PRICE (50%)	TOTAL 100%
Kettle Valley Electric Ltd.	12	15	20	50	97
Martech Electrical	12	15	15	40	82
Canada Power Generator Inc.	15	15	20	45	95

Staff are requesting an approval from Council for a \$30,000 increase to the 2024 Capital Plan budget, to allow for the actual project cost, including an approximate amount for the FortisBC gas install and possible extension. Additional FortisBC works cannot be determined until the project has been awarded.

FINANCIAL/BUDGETARY IMPLICATIONS:

In the 2024 Capital Plan a budget of \$100,000 was approved for the Standby backup generator, with funds allocated from the Canada Community Building Fund (formerly the Gas Tax Fund). Staff are requesting that the additional budget of \$30,000 be allocated from the Canada Community Building Fund.