



REPORT

To: Chair and Directors

Report Number: CS-BRD-020

From: Trish Morgan, General Manager of Community Services

Date: September 23, 2020

Subject: Flood Plain Mapping RFP Award**RECOMMENDATION: [Corporate Weighted]**

That the Regional Board award RFP #34-2020 to BGC Engineering Inc. for flood plain mapping in the Chetwynd Fringe area, Moberly Lake area, Pouce Coupe Fringe area and Tomslake and Tupper areas, at a cost of \$150,000 (excl GST); further that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

BACKGROUND/RATIONALE:

In 2019 the Peace River Regional District applied to UBCM for the Community Emergency Preparedness Fund for flood plain mapping in the Chetwynd Fringe area, Moberly Lake area, Pouce Coupe Fringe area and Tomslake and Tupper areas. The application was unsuccessful in 2019 but was successful in 2020 and the Regional District has received a grant of \$150,000 (100% of the cost of the project).

On July 20, 2020 a request for proposals was issued for flood plain mapping of the above areas and four proposals were received. An evaluation team reviewed the proposals and determined that BGC's proposal was superior in terms of their capabilities (technical team and contributions) and their work plan. While their proposal was the highest cost, it is within the budget of the grant received from UBCM. **Any funds not utilized under the grant will not be claimed from UBCM.**

	Ecora	BGC	Dillon	Tetra Tech
Mandatory Requirements				
Submission Form (Appendix B)	✓	✓	✓	✓
Pricing (Appendix C)	✓	✓	✓	✓
Qualifications / References	✓	✓	✓	✓
ESRI File Format	✓	✓	✓	✓
Scoring Matrix Results				
VENDOR CAPABILITIES (30%)	21.00	24.75	20.25	21.00
WORK PLAN (36%)	17.25	27.75	24.00	26.25
PROJECT BUDGET (34%)	33.70	27.50	34.00	27.50
Total Score	71.95	80.00	78.25	74.75
PROPOSAL COST (Excluding GST)	\$138,574.00	\$150,000.00	\$137,405.00	\$149,760.00

The scope of the project includes:

- Developing flood maps and models to address flood risks identified by the flood risk assessment completed in 2019
- Consultation with the community members and stakeholders (First Nations, adjacent municipalities, provincial ministries, etc.)
- Delivery of high level recommendations for consideration in the flood mitigation planning phase
- Presentation to the Regional Board on findings and recommendations

ALTERNATIVE OPTIONS:

1. That the Regional Board award RFP #34-2020 to Dillon Consulting for flood plain mapping in the Chetwynd Fringe area, Moberly Lake area, Pouce Coupe Fringe area and Tomslake and Tupper areas, at a cost of \$137,405 (excl GST); further that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Responsive Service Delivery
- ☒ Enhance Emergency Planning and Response Capacity

FINANCIAL CONSIDERATION(S):

The cost of the project is \$150,000, with 100% of the costs being provided through the UBCM grant. 50% of the funds are provided upon signature of the signed Approval Agreement, with the remainder upon completion of the project and final reporting.

COMMUNICATIONS CONSIDERATION(S):

Community members and stakeholder organizations (District of Chetwynd and Village of Pouce Coupe, First Nations, Ministry of Transportation & Infrastructure), will be engaged in the project in order to understand the impacts of past flood events and concerns going forward. An engagement plan will be developed as a part of the scope of the project.

OTHER CONSIDERATION(S):

The Community Emergency Preparedness Funds provides grant funding in four phases to support flood hazard risk reduction:

Phase	Type	Maximum Grant Available	Status
1	Flood Hazard Risk Assessment	\$150,000, 100% of cost	Completed
2	Flood Plain Mapping	\$150,000, 100% of cost	Grant Obtained
3	Mitigation Planning	\$150,000, 100% of cost	Grant application may be proposed upon completion of flood plain mapping
4	Structural Flood Mitigation Works	\$750,000, 100% of cost	Grant application may be proposed upon completion of mitigation planning

Attachments:

1. June 5, 2020 - Letter from UBCM Confirming Grant Award
2. December 10, 2019 Report - [2020 UBCM CEPF Flood Mapping Grant Application](#)