



**REPORT TO REGIONAL WATER SUPPLY COMMISSION
MEETING OF WEDNESDAY, 19 SEPTEMBER 2007**

SUBJECT AWARD OF LEGAL SURVEY CONTRACTS FOR COMPLETION OF LEECH RIVER LANDS ACQUISITION

PURPOSE

In order to complete the acquisition of the TimberWest lands in the Leech River watershed, legal surveys must be completed to allow for registration of the acquired lands.

BACKGROUND

On August 8, 2007 the Capital Regional District Board accepted the recommendation of the Regional Water Supply Committee and approved the purchase of the Leech River watershed lands. The acquisition costs included the cost of legal surveys and legal costs.

ALTERNATIVES

There are no alternatives for implementing the Board's decision.

FINANCIAL IMPLICATIONS

To ensure that legal surveys are completed before closing, and to ensure competitive proposals, legal survey work for subdivision and rights of way has been divided into four contracts. A request for proposals for legal surveying services was advertised August 11, 2007, closing August 31, 2007. Although the advertisement was placed locally, and in the Vancouver market only one firm responded, McElhanney Associates. Due to work load, location and scheduling, this firm can undertake two of the contracts for a combined cost of \$167,664.44 (including all taxes) as outlined below:

| CONTRACT | FIRM | PRICE |
|-----------------|-------------|---------------------|
| Contract 1 | McElhanney | \$110,196.54 |
| Contract 2 | McElhanney | \$57,467.90 |
| TOTAL | | \$167,664.44 |

In order to complete the remaining contracts, staff, working with the assistance of a consultant with expertise in the fields of legal surveying and land transfers, directly approached a number of survey firms. Based on current market conditions and the costs provided above, staff were able to negotiate prices for the remaining two contracts as outlined below:

| CONTRACT | FIRM | PRICE |
|-----------------|---------------|---------------------|
| Contract 3 | J.E. Anderson | \$69,960.00 |
| Contract 4 | FOCUS | \$233,200.00 |
| TOTAL | | \$303,160.00 |

The total combined cost to conduct legal surveys is \$470,824.44. The above procedure is consistent with CRD procurement policy. These costs were included in the acquisition costs approved by the Board.

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RECOMMENDATION

That the Regional Water Supply Commission:

1. Award legal surveying Contracts 1 and 2, totaling \$167,664.44 to McElhanney Associates;
2. Award legal surveying Contract 3, totaling \$69,960.00 to J.E. Anderson; and
3. Award legal surveying Contract 4, totaling \$233,200.00 to FOCUS.

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