

CITY OF SASKATOON

Transportation & Construction

To: Jay Magus
Director of Transportation

Date: September 21, 2023

Phone: 306-986-0834

Our File: TS 6330-4

From: Danae Balogun
Active Transportation Manager
Transportation

Re: Request for Proposals – BYXE Street Team

I am requesting approval to proceed with a request for proposals for consulting services for the development of a program for the BYXE Street Team and to deliver the BYXE Street Team program from May to September 2024.

This project is in accordance with Saskatoon's Active Transportation Plan action item to 'develop more videos and other tools to educate all road users on new bicycle infrastructure and how to share the road'.

The work cannot be completed at current staffing levels. In order to deliver on this commitment in a timely manner, outside consulting services are required.

This project has received federal funding in the amount of \$50,000 from the Active Transportation Fund. Under the terms of the grant, this project must be completed externally because internal staff costs are not eligible costs for the grant funding. The remaining \$50,000 will be funded by [REDACTED] – Active Transportation Implementation Plan.

LAFOIP s.17(1)(b)

Funding in the amount of \$100,000 is available for the project within Capital Budget [REDACTED].

Reviewed by: Nathalie Baudais, Engineering Manager, Transportation

Approved by: Jay Magus

Jay Magus, Director of Transportation

Dated: October 4, 2023

Attachments: Procurement Plan
Draft RFP: BYXE Street Team
Schedule B

Memorandum

DB: