



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Don Giberson, Director of Operations and Infrastructure**
Date: July 3 2018
Report: ESD.18.32
Subject: 2018 Request for Proposals for Engineering Services

Recommendations:

That South Huron Council receive the report from Don Giberson, Director of Operations and Infrastructure Re: 2018 Request for Proposals for Engineering Services, AND;

That South Huron Council accepts the proposal received from BM Ross and Associates and authorizes the award of a professional services contract to BM Ross and Associates for the design, approvals and tender preparation for the following 2018 Capital Projects:

- a) Waterloo Street Reconstruction (London Road South to GEXR railway) in the amount of \$30,142.00 plus HST
- b) Huron Park Water Tower Re-chlorination System Upgrade in the amount of \$6,500.00 plus HST, AND;

That South Huron Council accepts the proposal received from BM Ross and Associates and authorizes the award of a professional services contract to BM Ross and Associates for tendering, contract administration and construction inspection for the following projects, subject to Council approval of a future Capital Budget:

- a) Waterloo Street Reconstruction (London Road South to GEXR railway) in the amount of \$71,727.00 plus HST

That South Huron Council accepts the proposal received from GMBLuePlan Engineering Limited and authorizes the award of a professional services contract to GMBLuePlan Engineering Limited for the design, approvals and tender preparation for the following 2018 Capital Projects:

- b) Shipka Line Watermain Replacement (Kirkton Rd to Dashwood Rd) in the amount of \$16,353.00 plus HST
- c) Parr Line Watermain Replacement (north & south of Crediton) in the amount of \$16,353.00 plus HST
- d) Huron Street Watermain Replacement (Corbett Line to west end) in the amount of \$11,664.00 plus HST
- e) Replacement of Mollard Line Structure #1056 in the amount of \$18,240.00 plus HST, AND;

That South Huron Council accepts the proposal received from GMBLuePlan Engineering Limited and authorizes the award of a professional services contract to GMBLuePlan Engineering Limited for tendering, contract administration and construction inspection for the following projects, subject to Council approval of a future Capital Budget:

- f) Shipka Line Watermain Replacement (Kirkton Rd to Dashwood Rd) in the amount of \$21,430.00 plus HST
- g) Parr Line Watermain Replacement (north & south of Crediton) in the amount of \$21,430.00 plus HST
- h) Huron Street Watermain Replacement (Corbett Line to west end) in the amount of \$11,190.00 plus HST
- i) Replacement of Mollard Line Structure #1056 in the amount of \$20,750.00 plus HST

Purpose:

To inform Council of the results of the Request for Proposals for Engineering Services for 2018 Capital Projects and the obtain approval to award a professional services contract to the successful proponents. In addition, to secure engineering services for the construction phase of these projects in the future, subject to Council approval of the capital budget in that future year.

Background and Analysis:

Professional Engineering services are required for the following 2018 Capital Projects:

1. Waterloo Street Reconstruction (London Road South to GEXR railway)
Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents and obtain approvals for the complete reconstruction of all waterworks infrastructure, sanitary sewers, storm sewers, roadway, curbs and sidewalks. The construction phase of this project is proposed to be included in the 2020 Capital Budget.
2. Shipka Line Watermain Replacement (Kirkton Rd to Dashwood Rd)
Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents and obtain approvals for the complete reconstruction of all waterworks infrastructure. The construction phase of this project is proposed to be included in the 2019 Capital Budget.
3. Parr Line Watermain Replacement (north & south of Crediton)
Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents and obtain approvals for the complete reconstruction of all waterworks infrastructure. The construction phase of this project is proposed to be included in the 2019 Capital Budget.
4. Huron Street Watermain Replacement (Corbett Line to west end)
Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents and obtain approvals for the complete reconstruction of all waterworks infrastructure. The construction phase of this project is proposed to be included in the 2019 Capital Budget.
5. Huron Park Water Tower Re-chlorination System Upgrade
Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents, obtain necessary approvals and tender for the replacement of the existing chlorine gas disinfection system with a liquid sodium hypochlorite disinfection system in 2018.
6. Mollard Line Structure #1056
Design and prepare engineering drawings for a cast-in-place and precast concrete alternatives. Prepare cost estimates, prepare tenders documents and obtain approvals for the complete replacement of the existing corrugated steel culvert structure. The construction phase of this project is proposed to be included in the 2019 Capital Budget.

The Request for Proposal for Engineering Services for 2018 Capital Projects was posted on the Biddingo web site to invited proponent on May 24, 2018. Advertising on Biddingo is in accordance with section 9(b) of the Procurement By-Law#33-2017.

The Request for Proposals closed on Friday, June 22, 2018 at 2:00pm and three proposals were received by the Municipality. This Request for Proposal was a two envelope process, with the technical submission in a separate envelope from the budget/fee structure for the cost of professional services.

The envelopes containing the technical portion of the proposal (Envelope#1) were opened by Deputy Mayor Dave Frayne, in the presence of Dan Best CAO, Sandy Becker, Director of Financial Services; Don Giberson, Director of Operations and Infrastructure. The second envelope containing the budget/fee structure for the cost of professional services (Envelope#2) remained unopened until after the technical portion of the proposal was reviewed and scored by the RFP Review Committee.

Proposals were received from BM Ross & Associates, GMBLuePlan Engineers and MTE Engineering. The first envelope with the technical proposals were evaluated and scored by a RFP Committee comprised of Sandy Becker, Dwight Kinsman and Don Giberson.

The RFP's were evaluated based on the criteria set out in the RFP and in accordance with to the Purchasing and Procurement By-Law#33-2017.

Evaluation Criteria	Weighting
Demonstrated performance of the firm for contracts of this size and nature for municipalities of similar size including but not limited to Firm Profile, References	25
Relevant experience and qualifications of key personnel identified to perform the work including but not limited to Audit Team Information, Project Experience.	15
Approach and methodology to meet the Municipality's requirements including but not limited to Understanding, Details, Action Plan	30
Advisory Services, additional value-added services	10
Cost	20
Total	100

All proposals were found to be in general conformance with the submission requirements and within the approved budget amounts. The technical portion of the proposals (Envelope#1) were evaluated and scored by the RFP Review Committee.

The envelopes containing the budget/fee structure for the cost of professional services (Envelope#2) were opened. The costing portion of the proposals (Envelope#2) were evaluated and scored by the RFP Review Committee. Based on a review of Envelope#1 and Envelope#2 the proposal submitted by the following proponents received the highest scores:

	Demonstrated performance	Relevant experience	Approach and methodology	Advisory Services	Technical Rank	Cost	Rank
Project/proponents	25%	15%	30%	10%		20%	100%
1. Waterloo Street Reconstruction							
BM Ross	1	1	1	1	1	2	1
GMBluePlan	1	1	1	2	2	3	2
MTE	1	1	2	3	3	1	3
2. Rural Watermain Replacements							
GMBluePlan	1	1	1	1	1	1	1
BM Ross	1	1	1	2	2	2	2
MTE	1	1	2	3	3	3	3
3. Huron Park Water Tower CL2							
BM Ross	1	1	1	1	1	1	1
GMBluePlan	1	1	1	2	2	2	2
MTE	2	2	2	3	3	3	3
4. Mollard Line Culvert #1056							
GMBluePlan	1	1	1	1	1	2	1
BM Ross	1	1	1	2	2	3	2
MTE	1	1	2	3	3	1	3

Discounts were offered by each Proponent for combining certain projects and this was considered in the evaluation. Each proposal included added value items and these were considered in the RFP evaluation.

Future costs for tendering, construction inspection and contract administration were also considered for all projects.

Operational Considerations:

None were considered.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process.

The recommendations and actions outlined in this report are reflective of the following strategic objectives:

Administrative Efficiency and Fiscal Responsibility

The 2018 Engineering RFP was a competitive process in accordance with the Procurement By-law. The construction of all projects will be through a public tendering procurement process to ensure fiscal responsibility.

Increased Communications and Municipal Leadership

Results of the 2018 Engineering RFP and future construction tenders will be communicated to Council and the public thorough reports to Council.

Transparent, Accountable and Collaborative Governance

Public reporting of the results of the 2018 Engineering RFP demonstrates commitment to transparent, accountable and collaborative governance.

Dedicated Economic Development Effort

Ensuring safe reliable drinking water, wastewater and transportation services is essential to maintaining public confidence; retention/attraction of businesses and economic development opportunities.

Financial Impact:

The cost of all 2018 engineering work is within the amounts approved in the 2018 Budgets and the amounts for the 2019 or 2020 work will be included in the proposed budgets for those years and will be subject to Council approval.

A summary and breakdown of these costs are as follows:

2018 Engineering Services Proposal Costs					
		Total	Sanitary	Water	Roads
Waterloo Street Reconstruction (London Rd S to GEXR railway)	BMRoss	\$30,142.00	\$9,043.00	\$6,028.00	\$15,071.00
Shipka Line watermain replacement (Kirkton Rd to Dashwood Rd)	G&M	\$16,353.00	\$0.00	\$16,353.00	\$0.00
Parr Line watermain replacement (north & south of Crediton)	G&M	\$16,353.00	\$0.00	\$16,353.00	\$0.00
Huron Street watermain replacement (Corbett Line to west end)	G&M	\$11,664.00	\$0.00	\$11,664.00	\$0.00
Huron Park Water Tower Re-chlorination System Upgrade	BMRoss	\$6,500.00	\$0.00	\$6,500.00	\$0.00
Replacement of Mollard Line Structure #1056	G&M	\$18,240.00	\$0.00	\$0.00	\$18,240.00
	Subtotal	\$99,252.00	\$9,043.00	\$56,898.00	\$33,311.00
	Non-recoverable HST	\$1,746.84	\$159.15	\$1,001.37	\$586.25
	TOTAL	\$100,998.84	\$9,202.15	\$57,899.37	\$33,897.25
2018 Budget					
		Total	Sanitary	Water	Roads
Waterloo Street Reconstruction (London Rd S to GEXR railway)		\$190,000.00	\$60,000.00	\$70,000.00	\$60,000.00
Shipka Line watermain replacement (Kirkton Rd to Dashwood Rd)		\$25,000.00	\$0.00	\$25,000.00	\$0.00
Parr Line watermain replacement (north & south of Crediton)		\$25,000.00	\$0.00	\$25,000.00	\$0.00
Huron Street watermain replacement (Corbett Line to west end)		\$15,264.00	\$0.00	\$15,264.00	\$0.00
Huron Park Water Tower Re-chlorination System Upgrade		\$10,000.00	\$0.00	\$10,000.00	\$0.00
Replacement of Mollard Line Structure #1056		\$40,000.00	\$0.00	\$0.00	\$40,000.00
	Subtotal	\$305,264.00	\$60,000.00	\$145,264.00	\$100,000.00
	Net Difference (savings)	\$204,265.16	\$50,797.85	\$87,364.63	\$66,102.75
Proposed 2019 Engineering Services Costs					
		Total	Sanitary	Water	Roads
Waterloo Street Reconstruction (London Rd S to GEXR railway)	BMRoss	\$71,727.00	\$21,518.00	\$14,345.00	\$35,864.00
Shipka Line watermain replacement (Kirkton Rd to Dashwood Rd)	G&M	\$21,430.00	\$0.00	\$21,430.00	\$0.00
Parr Line watermain replacement (north & south of Crediton)	G&M	\$21,430.00	\$0.00	\$21,430.00	\$0.00
Huron Street watermain replacement (Corbett Line to west end)	G&M	\$11,190.00	\$0.00	\$11,190.00	\$0.00
Replacement of Mollard Line Structure #1056	G&M	\$20,750.00	\$0.00	\$0.00	\$20,750.00
	Subtotal	\$146,527.00	\$21,518.00	\$68,395.00	\$56,614.00
	Non-recoverable HST	\$2,578.79	\$378.70	\$1,203.71	\$996.37
	TOTAL	\$149,105.79	\$21,896.70	\$69,598.71	\$57,610.37

Legal Impact:

There are no legal implications for the Corporation resulting from the proposed recommendation.

Staffing Impact:

There are no staffing implications for the Corporation resulting from the proposed recommendation.

Policies/Legislation:

1. Approved 2018 Capital Budget

2. South Huron Asset Management Plan

3. Minimum Maintenance Standards, under the Highway Traffic Act

Consultation:

Director of Financial Services

Related Documents:

None

Respectfully submitted,

A handwritten signature in black ink, consisting of a large, stylized 'D' followed by several vertical strokes and a horizontal flourish at the bottom.

Don Giberson, Director of Operations and Infrastructure