CONSULTANT SELECTION FOR ENGINEERING SERVICES
CONTRACT ADMINISTRATION, KING CITY SERVICING
TOWNSHIP OF KING, PROJECT 73700

The Transportation and Works Committee recommends the adoption of the recommendations contained in the following report, May 30, 2007, from the General Manager, Water and Wastewater:

1. **RECOMMENDATIONS**

It is recommended that:

1. The consulting engineering firm of The Municipal Infrastructure Group be engaged to undertake the contract administration, including full time site supervision, for the King City Sanitary Servicing as outlined in this report, at an upset limit cost of $1,028,706.68 including GST.

2. The Regional Chair and Regional Clerk be authorized to execute a formal agreement with The Municipal Infrastructure Group for the completion of these services, subject to review by Legal Services.

2. **PURPOSE**

This report seeks Council authorization to retain consulting engineering services related to the construction phase of the King City Sanitary Servicing Project.

The purchasing by-law requires council authorization to award Request for Proposals (RFP) when the recommended proponent does not have the lowest cost. In this case, the recommended proponent has the highest technical score and second lowest cost. Therefore, council authorization is required.

3. **BACKGROUND**

3.1 **Environmental Assessment**

A Class Environment Assessment (EA) for the King City Sanitary Servicing Project was approved by the Ministry of the Environment (MOE) on November 8, 2002. This allowed the project to proceed to the detailed design phase.

Upon approval of the Class EA, York Region and the Township of King entered into a settlement agreement, dated December 11, 2003, in which both municipalities agreed to
have the entire sanitary servicing project, including the local sewers, constructed by York Region in a structured staged approach.

3.2 Status of Project
The King City servicing project consists of two primary phases. The first phase of the project included all of the Regional components and was divided into four separate Contract Areas.

The second phase of the project consists exclusively of local collector sewers and local pumping stations and is divided into an additional nine Contract Areas.

The status of each of these 13 Contract Areas is summarized in Table 1.

<table>
<thead>
<tr>
<th>Contract Area</th>
<th>Contract Area Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Regional Pumping Station</td>
<td>Complete</td>
</tr>
<tr>
<td>2</td>
<td>Regional Forcemain from Banner Lane to Near Yonge Street</td>
<td>Complete</td>
</tr>
<tr>
<td>3A</td>
<td>Regional Forcemain and Local Sewers in the King Road Business Area</td>
<td>Complete</td>
</tr>
<tr>
<td>3B</td>
<td>Regional Forcemain and Local Sewer Crossing of GO Rail and Regional Forcemain Connection to York Durham Sewage System at Yonge Street.</td>
<td>Complete</td>
</tr>
<tr>
<td>4A</td>
<td>Local Sewers on Keele Street South and GO Easement</td>
<td>Complete</td>
</tr>
<tr>
<td>4B</td>
<td>Local Sewers in South-Central Quadrant</td>
<td>Complete</td>
</tr>
<tr>
<td>*4C</td>
<td>Local Collard Drive Pumping Station and Drainage Area Sewers</td>
<td>To be tendered in spring 2008</td>
</tr>
<tr>
<td>5</td>
<td>Local King Boulevard Pumping Station and Drainage Area Sewers</td>
<td>To be constructed by local developer in 2008</td>
</tr>
<tr>
<td>6A(1)</td>
<td>Local Keele Street North Pumping Station and Sewers</td>
<td>To be constructed by local developer in 2007</td>
</tr>
<tr>
<td>*6A(2)</td>
<td>Local Sewers in North-East Quadrant</td>
<td>To be tendered in spring 2008</td>
</tr>
<tr>
<td>*6B</td>
<td>Local Sewers in North-Central Quadrant</td>
<td>To be tendered in spring 2008</td>
</tr>
<tr>
<td>*7</td>
<td>Local Burton Grove Pumping Station and Drainage Area Sewers</td>
<td>To be tendered in spring 2008</td>
</tr>
<tr>
<td>*8</td>
<td>Local Martin Street Pumping Station and Drainage Area Sewers</td>
<td>To be tendered in spring 2007</td>
</tr>
</tbody>
</table>
3.3 **Scope of the Assignment**

The scope of this Contract Administration assignment is limited to the construction of Contract Areas 4C, 6A(2), 6B, 7 and 8.

The scope of this assignment includes:

- Contract administration including full-time site inspection, environmental monitoring and compliance, health and safety monitoring, issuance of payments, review of all shop drawings, alternative design proposals, and construction claims etc. as required throughout the project.
- Specialist services including geotechnical and hydrogeological consultants.
- Co-ordination with Township of King, regulatory agencies, the local public and key stakeholders.

*The five contracts (see Table 1) complete the King City Sanitary Servicing Project. The entire system is expected to be in service by December 2008.*

4. **ANALYSIS AND OPTIONS**

In accordance with the Purchasing By-law, Requests for Qualification (RFQ) were received for this work in response to advertisements in the Daily Commercial News and Electronic Tender Network on December 14, 2006. Based on this RFQ, four firms were provided with Request for Proposal (RFP) No. P-07-05. Proposals were received from all four of the firms.

The proposals were evaluated using the two envelope system with technical and financial information kept in separate envelopes. The technical proposal was evaluated prior to any knowledge of financial bids. Technical content was weighted at 80%. The technical evaluation was based on the following criteria:

- Project Team Experience.
- Relevant Projects.
- Project Understanding.
- Approach and Methodology.
- Project Management Approach.
- Quality Assurance and Quality Control.

The financial evaluation composed the remaining 20% weight of the total evaluation. The technical and financial results are summarized below in Table 2.
Table 2
Consultant Proposal Evaluation Summary

<table>
<thead>
<tr>
<th>Firm</th>
<th>Technical Score (Out of 80)</th>
<th>Upset Fee (including GST)</th>
<th>Financial Score (Out of 20)</th>
<th>Total Score (Out of 100)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Municipal Infrastructure Group Limited</td>
<td>65.5</td>
<td>$1,028,706.68</td>
<td>19.1</td>
<td>84.6</td>
</tr>
<tr>
<td>Marshall Macklin Monaghan Limited</td>
<td>56.0</td>
<td>$983,892.00</td>
<td>20.0</td>
<td>76.0</td>
</tr>
<tr>
<td>Ainley &amp; Associates Limited</td>
<td>59.0</td>
<td>$1,298,738.50</td>
<td>15.2</td>
<td>74.2</td>
</tr>
<tr>
<td>SRM Associates</td>
<td>44.0</td>
<td>$1,586,714.00</td>
<td>12.4</td>
<td>56.4</td>
</tr>
</tbody>
</table>

The firm with the highest Total Score was The Municipal Infrastructure Group Limited. Given that none of the other Total Scores were within five (5) points of this highest Total Score, a “Dollar Cost Per Technical Point” analysis was not conducted.

The Municipal Infrastructure Group’s proposal demonstrated the firm’s extensive experience on similar local area projects and contained a superior understanding of key project issues. As such, their proposal represents the best overall value to the Region.

5. **FINANCIAL IMPLICATIONS**

The upset limit fee for the proposed work is $1,028,706.68 including GST. Sufficient funds are included in the 2007 Budget and Business plan for this assignment.

The consultant’s fee for the contract administration services was based on assigned contract durations for each of the five remaining contracts. The proposals provided the Region with a “per-week” cost to establish a pro-rata cost if the contract varies from the assumed durations.

This portion of the King City Sewer Servicing Project is funded 100% by King Township, costs which will be recovered by the Region.

6. **LOCAL MUNICIPAL IMPACT**

The sewers being constructed in the Township of King are required to address health concerns in the community of King City. King Township is responsible for 100% of the costs of the work relating to the local sewers.
7. **CONCLUSION**

Consultants’ proposals for this project were evaluated in accordance with Regional procedures. It is recommended that The Municipal Infrastructure Group Limited be engaged to undertake the contract administration including full time site supervision for the King City Sanitary Services at an upset limit cost of $1,028,706.68 including GST.

For more information on this report, contact Bala Araniyasundaran, extension 5131, Director, Capital Delivery of the Water and Wastewater Branch in the Transportation and Works Department.

The Senior Management Group has reviewed this report.