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CONSULTANT SELECTION FOR ENGINEERING SERVICES CLASS ENVIRONMENTAL ASSESSMENT SCHOMBERG WATER SUPPLY TOWNSHIP OF KING, PROJECT 73150

The Transportation and Works Committee recommends the adoption of the recommendations contained in the following report, November 18, 2005, from the Commissioner of Transportation and Works:

1. RECOMMENDATIONS

It is recommended that:

1. The consulting engineering firm of MacViro Consultants Inc. be engaged to undertake the Class Environmental Assessment (Class EA) and Water Resource Assessment for Water Supply in Schomberg as outlined in this report at an upset limit cost of \$873,679.61 including GST.
2. The Regional Chair and Regional Clerk be authorized to execute a formal agreement with MacViro Consultants Inc. for the completion of these services, subject to review by Legal Services.

2. PURPOSE

The purpose of this report is to recommend retention of a consultant to carry out the Class Environmental Assessment and associated Water Resource Assessment for water supply in Schomberg.

3. BACKGROUND

The Schomberg Community Plan (OPA No. 47) was approved by The Regional Municipality of York in 1996 and it proposed a build-out population of up to 3076 people with an additional development of 24.9 Ha of industrial land and 8.3 Ha of commercial land. The Schomberg water supply system currently services a population of approximately 2500 people. Consulting services are required to undertake a Class EA and associated Groundwater Resource Assessment for studying alternatives to augment the water supply and storage capacities to meet the projected growth of the Schomberg Community Plan.

The scope of the assignment includes:

- A water capacity assessment to confirm whether the existing water supply system can accommodate additional service population in the near term.
- The completion of a Class EA study including identification and evaluation of alternative solutions, public consultation, compliance with current legislation, and the preparation and filing of an Environmental Study Report.
- The completion of a groundwater resource assessment to evaluate and confirm the capacity of groundwater resources in the existing Schomberg well field. Proponents were requested to provide cost estimates to undertake a groundwater resource exploration program to identify new well sites in the vicinity of Schomberg in the event that conditions are not favourable for drilling at the existing well field. This work program was outlined as a provisional item in the Request for Proposal (RFP).

4. ANALYSIS AND OPTIONS

A competitive process, in accordance with the York Region purchasing by-law, has been followed to obtain proposals for this work. The Request for Proposal (RFP) P-05-74 was released on August 22, 2005. Proponents were notified by advertisement in the Daily Commercial News and via the Electronic Tender Network. The RFP closed on September 13, 2005 and three responses were received.

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 the opening of the envelopes with the financial bids. Regional staff evaluated the technical proposals based on the following criteria:

- Responsiveness and completeness of submission.
- Experience and qualifications of the project team.
- Management qualifications and experience.
- Project implementation (including approach, methodology, schedule, etc.).

Evaluation was based on an overall score of 100 points, with 90 points assigned for technical and 10 points for financial. Proposals were required to achieve a minimum technical score of 54 out of 90 to be eligible for consideration.

Two proposals met the minimum technical score requirement and their financial proposals were opened after the technical evaluation was complete. The prices were factored into the proposal evaluation using standard procedures. The proposal evaluation results are summarized in Table 1.

Table 1
Consultant Proposal Evaluation Summary (P-05-74)

Firm	Technical Score (Out of 90)	Upset Fee * (GST included)	Financial Score (Out of 10)	Total Score (Out of 100)
MacViro Consultants Inc.	66.2	\$873,679.61	10.0	76.2
KMK Consultants Ltd.	67.2	\$989,823.83	8.8	76.0
MTE Consultants Inc.	39.3	-	-	

*The Upset Fee includes the provision of subconsultant and subcontractor services to carry out drilling, well installations, testing and modelling required to evaluating the ability of groundwater system to provide the required water supply and to assess the potential environmental effects of the proposed water taking.

MacViro Consultants Inc.'s proposal attained the highest total score along with the lowest submitted cost, and is recommended as the preferred consultant.

5. FINANCIAL IMPLICATIONS

The upset limit for the consultant to perform the scope of work as per RFP P-05-74 is \$873,679.61 including GST.

Sufficient funds for this project have been included in the 2005 Capital Budget. The Capital Project number supporting this work is 73150.

6. LOCAL MUNICIPAL IMPACT

The Class EA will determine the preferred strategy to augment the water supply and storage capacities to service the approved growth in Schomberg.

7. CONCLUSION

It is recommended that MacViro Consultants Inc. be retained to undertake the Schomberg Class EA study and associated Water Resource Assessment at an upset fee of \$873,679.61 including GST.

The proposal by MacViro Consultants Inc. represents the best value to the Region.

The Senior Management Group has reviewed this report.