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CONSULTANT SELECTION FOR PUBLIC CONSULTATION SERVICES FOR THE SOUTHEAST COLLECTOR DESIGN AND CONSTRUCTION PHASES – RFP NO. P-08-76

The Transportation and Works Committee recommends:

- 1. Receipt of the presentation by Wayne Green, Senior Project Manager, Engineering, Environmental Services; and**
- 2. Adoption of the recommendations contained in the following report dated February 19, 2009, from the Commissioner of Environmental Services.**

1. RECOMMENDATIONS

It is recommended that:

1. The consulting engineering firm of AECOM be engaged to undertake the Public Consultation Services for Implementation of Approved Southeast Collector Individual Environmental Assessment over a five-year period, including Detailed Design, Enhancements, Construction and Post-construction Monitoring Phases for the Southeast Collector Trunk Sewer project as outlined in this report, at an upset limit fee of \$2,542,682.66, excluding GST.
2. The Regional Chair and Regional Clerk be authorized to sign the necessary agreement, subject to review by Legal Services.

2. PURPOSE

This report is to engage a qualified consulting engineering firm to carry out the following:

- Public consultation and facilitation for detailed design, enhancements, contract administration and inspection services for the Southeast Collector project.

In compliance with the Region's purchasing by-law, Council authorization is required when a Request for Proposal has been issued and the successful consultant's fee plus taxes is over \$500,000.

3. BACKGROUND

The project will require the Region to continue to constructively engage the public, municipalities, agencies, interest groups, First Nations communities and other stakeholders throughout the implementation of detailed design, enhancements, and construction phases for the Southeast Collector project.

For this purpose, a request for proposal was developed and publicly advertised to solicit interested proponents.

Project Description

Twinning of the Southeast Collector project is part of the need to increase the current capacity of the existing Southeast Collector Trunk Sewer to meet the future approved growth as allowed for in the *York Region's Official Plan* to 2026 and beyond. The Southeast Collector Trunk Sewer is an integral component of the overall York Durham Sewage System (YDSS) trunk sewer system. It transports wastewater from communities throughout York Region, as well as Pickering in Durham Region, to the Duffin Creek Water Pollution Control Plant located in the City of Pickering. York Region is the owner of the YDSS within York Region. The section of the Southeast Collector Trunk Sewer within Durham Region (from the York/Durham boundary meter chamber to Valley Farm Road) is co-owned by the Regional Municipalities of York and Durham, the co-proponents on this project.

The preferred route for the proposed Southeast Collector Trunk Sewer begins just north of Box Grove in the Town of Markham and follows along 14th Avenue to Townline Road. It turns south and follows Townline Road to the Hydro corridor, travelling east along the Hydro corridor to Liverpool Road. The route proceeds south on Liverpool Road to Finch Avenue, continuing east on Finch Avenue and ending at Valley Farm Road in the City of Pickering. The entire route is about 15km in length.

The Southeast Collector Trunk Sewer Individual Environmental Assessment report was filed with the Ministry of Environment in November 2008 and the Region expects to secure the Individual Environmental Assessment approval from the Ministry of Environment in May 2009. The Southeast Collector Design Team has completed the 70% design package in November 2008 and the team is currently working on the final detailed design package. It is expected that the final detailed design package will be completed in 2009.

4. ANALYSIS AND OPTIONS

In accordance with the Region's Purchasing By-law, interested consulting engineering firms were invited to submit proposals for undertaking the Public Consultation Services for Implementation of Approved Southeast Collector Individual Environmental

Assessment, including Detailed Design, Enhancements, Construction and Post-construction Monitoring Phases of the Southeast Collector project. The RFP No. P-08-76 was advertised in the *Daily Commercial News* and electronically on *Biddingo.com* to call out to qualified consulting firms with expertise in public consultation and facilitation for municipal infrastructure projects to submit their proposals. This report identifies the preferred consultant for the assignment.

Proposals were evaluated using a two-envelope system. This system requires technical proposal and financial proposal to be submitted in two separate envelopes. The technical proposal envelopes were opened first and evaluated using the following criteria:

- Consultant's qualifications, relevant experience and quality of the submission, including a demonstration of full understanding of project objectives and services to be provided.
- Project deliverables, including methodology and approach proposed to achieve the objectives, requirements outlined in the Scope of Services section of the RFP and ability to provide services in a timely manner.

To be considered for award, proponents had to achieve a minimum technical score of 60% out of the 80 points (i.e. 48 points) allocated for the technical proposal.

The financial proposal envelopes were opened following technical evaluation of the proposals and only financial proposals that met the 60% requirement for the technical proposal were opened. The proposed fees were converted to a score and weighted along with the technical criteria to determine an overall total score.

Evaluation Summary revealed AECOM as highest ranked respondent

The proponents, their technical scores, financial scores and total upset limit fees (excluding GST) are tabulated as follows:

Table 1
Consultant Proposal Evaluation Summary

Consultant	Technical Score (out of 80 pts)	Financial Score (out of 20 pts)	Total Score (out of 100 pts)	Total Upset Limit Cost (Including Provisional Items)
AECOM	60.40	20.00	80.40	\$2,542,682.66
Hausmann Consulting Inc.	57.20	16.20	73.40	\$3,138,510.00
Hardy Stevenson and Associates Limited	58.40	13.19	71.59	\$3,852,972.00
URS Associates Inc.	52.00	15.75	67.75	\$3,227,539.00
Trow Associates Inc.	36.90	N/A	36.90	N/A

Four of the five proposals (Trow Associates Inc. did not have their financial envelope opened as they did not achieve the minimum score of 48 points on their technical proposal) met the minimum technical score requirement and demonstrated their understanding and ability to meet specific services deliverables detailed in the Scope of Services of the RFP. These include:

- Preparation of Project Consultation/Communication Plan
- Plan, Prepare and Facilitate Public Briefings
- Plan, Prepare and Facilitate Southeast Collector Liaison Committee Workshops/Meetings
- Design, Plan, Prepare and Undertake Outreach Program for Local Residents
- Design, Plan, Prepare and Deliver of Neighbourhood Sessions, Community Meetings and/or Technical Workshops
- Co-ordinate, Plan, Prepare and Attend Sidebar Meetings
- Undertake Stakeholder Sensitivity Analysis

In the evaluation of the proposals, AECOM scored the highest on the technical evaluation based on their experience and expertise in providing public consultation services, their understanding of key issues and current public concerns of the Southeast Collector project.

Staff from the Environmental Services Department evaluated the proposals according to the criteria in the RFP. The Finance Department, Supplies and Services Branch, facilitated the consensus meeting held on January 9, 2009. After the consensus evaluation was completed, financial proposal envelopes were opened by the Supplies and Services Branch. The technical score, financial score and total score were tabulated with the results as noted in Table 1 above.

The recommended proponent for the requested services is AECOM who achieved the highest total weight score of 80.40 out of 100 with an upset limit fee of \$2,542,682.66, excluding GST.

The Supplies and Services Branch has reviewed the evaluation summary and has issued their internal Preliminary Report confirming that AECOM be recommended as the successful overall proponent for the Public Consultation Services for the Southeast Collector project under RFP No. P-08-76.

5. FINANCIAL IMPLICATIONS

The upset limit fee for Public Consultation Services for Implementation of Approved Southeast Collector Individual Environmental Assessment over a five-year period, including Detailed Design, Enhancements, Construction and Monitoring Phases of the Southeast Collector project is \$2,542,682.66, excluding GST. Funding for the project is included in the Region's approved 2009 Capital Plan.

The upset limit fees include an amount of \$224,695.85 for provisional items (includes meetings and presentations to parents/children/schools/trustees/others, artist renderings, project neighbourhood events, dedicated hotline number, telephone survey, project technical content for news releases, contractor/site management training, trucker safety and awareness program, First Nations consultation, and mediation, if required). The consultant will only be reimbursed for the provisional items if the provisional items are authorized, in writing, by the Region to complete such work.

6. LOCAL MUNICIPAL IMPACT

By undertaking the Public Consultation Services for Implementation of Approved Southeast Collector Individual Environmental Assessment, including Detailed Design, Enhancements, Construction and Monitoring Phases of the Southeast Collector project, the Region will address the concerns and issues raised by the residents and stakeholders, impact on wildlife corridors, impacts on surface and groundwater systems, fisheries impacts on the Rouge and Little Rouge Rivers, opportunities for enhancing the environment, recreational areas and infrastructure along the proposed route, haul roads and associated impacts during construction and protection of cultural heritage features including protection of First Nations cultural heritage in the study area.

Throughout the course of the assignment, Regional staff will work closely and cooperatively with Durham Region to engage stakeholders.

7. CONCLUSION

Five proposals for provision of consultation services were received and evaluated in accordance with the Region's Purchasing By-law and the proposal from AECOM represents the best overall value to the Region. It is recommended that the assignment be awarded to AECOM as the successful proponent under Request for Proposal P-08-76.

For more information on this report, please contact Wayne Green, Senior Project Manager, Environmental Services at extension 5049.

The Senior Management Group has reviewed this report.