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CONSULTANT SELECTION FOR CLASS ENVIRONMENTAL ASSESSMENT FOR THE WEST RICHMOND HILL PUMPING STATION AND WATERMAIN, TOWN OF RICHMOND HILL/CITY OF VAUGHAN - PROJECT 75400

The Environmental Services Committee recommends the adoption of the recommendation contained in the following report dated April 27, 2010, from the Commissioner of Environmental Services.

1. RECOMMENDATION

It is recommended that:

1. Hatch Mott MacDonald Ltd. be engaged to undertake the Class Environmental Assessment study and preliminary design for the West Richmond Hill Pumping Station and Watermain as outlined in this report, at an upset limit fee of \$638,651 excluding GST.

2. PURPOSE

This report seeks Council authorization to retain engineering consultant services related to the Class Environmental Assessment study and preliminary design of the West Richmond Hill Pumping Station and Watermain Project in Richmond Hill and Vaughan. A location plan is appended to this report (*see Attachment 1*).

The Purchasing By-law requires Council authorization to award a Request for Proposal (RFP) over \$500,000 or when the recommended proponent does not have the lowest cost. In this instance Hatch Mott MacDonald Ltd. is the lowest bidder, however, their submitted cost is in excess of \$500,000.

3. BACKGROUND

Project need identified in the 2009 long term Water Master Plan

The need for this project was identified in the 2009 Long Term Water Master Plan. The Richmond Hill Pumping Station has reached its capacity and there is no option available for expansion due to site constraints. The proposed West Richmond Hill Pumping Station will service the PD8 area eliminating demand from the Richmond Hill Pumping Station. The West Richmond Hill Pumping Station will also enable the North Richmond Hill Pumping Station to be decommissioned.

Specifically, this project includes an environmental assessment and preliminary design of approximately 5.0 kilometres of watermain and a new Pumping Station with a capacity of 43.9 million litres per day.

4. ANALYSIS AND OPTIONS

Request for Proposal issued to three qualified engineering consulting firms

In accordance with the Purchasing By-law, a Request for Qualification (RFQ) for an environmental assessment study and preliminary design services for the West Richmond Hill Pumping Station and Watermain project was advertised in the *Daily Commercial News* and electronically on *Biddingo.com*.

Based on the information provided in the nine formal responses to the RFQ, the following three firms were invited to respond to a Request for Proposal.

- AECOM
- Hatch Mott MacDonald Limited
- MMM Group Limited

The Request for Proposal detailed the scope of work required, which included the following services:

- Project planning and control
- Class Environmental Assessment study
- Preliminary Design

Proposals were evaluated using two envelope system

Proposals were evaluated using the two-envelope system with technical and financial information submitted in separate envelopes. Technical proposals were evaluated prior to any knowledge of the financial information. Technical content was weighted at 80%.

Technical proposals were reviewed based on the following criteria:

- Understanding of the project
- Understanding of the deliverables
- Project approach and methodology
- Project management approach
- Quality assurance and control process

Technical proposals must achieve a minimum technical score of 48 out of 80 to have the financial portion of the proposal considered. The technical proposal from AECOM did

not achieve this minimum score. Accordingly, their submission was disqualified from further consideration on this assignment.

The financial evaluation composed the remaining 20% weight of the total evaluation. Technical and financial results are summarized in Table 1.

Table 1
Consultant Proposal Evaluation Summary

Firm Name	Technical Score (out of 80)	Upset Limit Cost	Financial Score (out of 20)	Total Score (out of 100)	Price per Technical Point
MMM Group Limited	63.2	\$687,128	18.6	81.8	\$10,872
Hatch Mott MacDonald	60.8	\$638,651	20.0	80.8	\$10,504

Evaluation of proposals resulted in Hatch Mott MacDonald Limited achieving lowest price per technical point

The firm with the highest total score is MMM Group Limited. Given that the total score achieved by Hatch Mott MacDonald is within 5 points of the highest total score, a “dollar cost methodology” calculation was completed, as required by the Purchasing By-law. Results of this calculation, as shown in the last column of Table 1 above, determined that the proposal submitted by Hatch Mott MacDonald Limited represents the best overall value to the Region.

5. FINANCIAL IMPLICATIONS

The upset limit cost included in the highest rated proposal is \$638,651 excluding GST. The 2010 capital program identifies a total budget for this project of \$33,775,000, with approved funding in 2010 of \$211,000. Sufficient funds are available in the 2010 Budget for work anticipated to be completed this year.

6. LOCAL MUNICIPAL IMPACT

The West Richmond Hill Pumping Station will improve the supply of water to the PD7/PD8 service areas of Richmond Hill and reduce demand of the Richmond Hill Pumping Station. Completion of this assignment is expected in 2011.

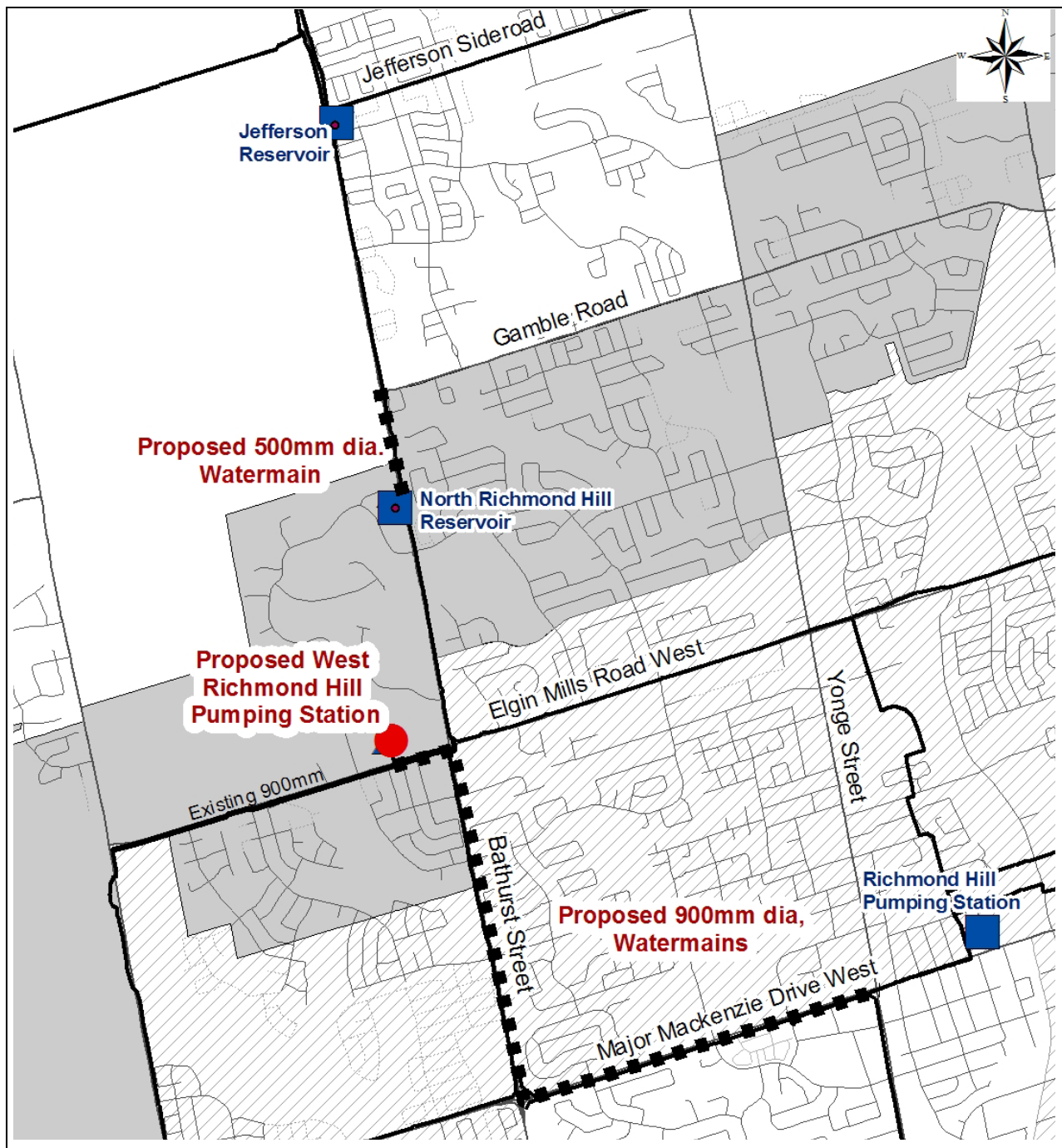
7. CONCLUSION

Three proposals for this project were evaluated in accordance with Regional procedures. It is recommended that Hatch Mott MacDonald Limited be engaged to undertake the class environmental assessment and preliminary design, of the West Richmond Hill Pumping Station and Watermain at an upset limit cost of \$638,651, excluding GST.

For more information on this report, please contact Daniel Kostopoulos, Director, Capital Planning and Delivery, Environmental Services, at extension 5070.

The Senior Management Group has reviewed this report.

(The attachment referred to in this clause is attached to this report.)



LOCATION PLAN

Consultant Selection for Class Environmental Assessment for the West Richmond Hill Pumping Station and Watermain, Town of Richmond Hill/City of Vaughan-Project 75400

Legend

- Pressure District 7
- Pressure District 8
- Existing Regional Facility
- Proposed Regional Facility
- Proposed Watermain
- Existing Regional Watermain



ENVIRONMENTAL SERVICES

eDOCS # 1751106