

THE REGIONAL MUNICIPALITY OF YORK

**REPORT NO. 5
OF THE REGIONAL COMMISSIONER OF TRANSPORTATION AND WORKS**

**For Consideration by
The Council of The Regional Municipality of York
on September 22, 2005**

**1
CONSULTANT SELECTION FOR ENGINEERING SERVICES
RECOATING OF THE GLENWAY RESERVOIR**

1. RECOMMENDATIONS

It is recommended that:

1. The consulting engineering firm of Conestoga-Rovers & Associates be engaged to provide engineering services for the tender preparation and contract administration for the recoating of the Glenway Reservoir in the Town of Newmarket at an upset limit of \$79,682.00 GST excluded.
2. The Regional Chair and Regional Clerk be authorized to sign the necessary agreement with Conestoga-Rovers & Associates for the engineering services, subject to review by Legal Services.

2. PURPOSE

To obtain Council authorization to retain consulting engineering services related to the tender preparation and contract administration for the recoating of the Glenway Reservoir.

3. BACKGROUND

The Glenway Reservoir is a ground level steel reservoir located at 335 Kirby Crescent in the Town of Newmarket. York Region's practice has been to conduct periodic visual inspections of the condition of the interior and exterior coatings. Through this, it has been determined that the Glenway Reservoir requires a new exterior coating. An interior inspection will be completed as part of this project to determine if the recoating of the interior is required.

Coatings are an integral component of the structural capability of steel water reservoirs and help to maintain water quality. Exterior coatings also aid in the visual aesthetic appearance of these structures.

Additionally, this assignment includes updating of the Regional standards for inspection and for the application of coatings.

4. ANALYSIS AND OPTIONS

4.1 Request for Proposals

Request for Proposal (RFP) P-05-71 invited AWS Engineers & Planners Corp., MacViro Consultants Inc., Conestoga-Rovers & Associates and CH2M HILL Canada Limited to submit proposals for this project. This RFP closed on September 6, 2005 and proposals were received from two firms:

1. Conestoga-Rovers & Associates
2. MacViro Consultants Inc.

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

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

The financial evaluation composes the remaining 20% weight of the total evaluation. The price proposals were opened after the technical evaluations were complete. The technical and financial results are summarized below in Table 1.

Table 1
Request for Proposal Evaluation Results

Firm	Technical Score (Out of 80)	Upset Fee (No GST)	Financial Score (Out of 20)	Total Score (Out of 100)
MacViro Consultants Inc.	62	\$52,615.00	20.0	82.0
Conestoga-Rovers & Associates	69	\$79,682.00	13.2	82.2

The firm with the best score was Conestoga-Rovers & Associates with an upset limit of \$79,682.00 excluding GST.

Conestoga-Rovers & Associates was ranked highest on the technical portion of the proposal. Their proposal clearly demonstrates their experience and knowledge in developing both the recoating/coating standards and their methodology for delivering tender documents and contract administration for the Glenway Reservoir project.

Overall, Conestoga-Rovers & Associates attained the highest score and was selected as the preferred consultant.

5. FINANCIAL IMPLICATIONS

The upset limit provided in the proposal is \$79,682.00 excluding GST.

There are sufficient funds identified in the 2005 budget for this assignment.

6. LOCAL MUNICIPAL IMPACT

This project will provide an improved aesthetic environment to the property owners abutting the tank site. Additionally, this project responds to queries from the local municipality regarding the visual impact of the tank.

The integrity of the tank steel structure will be enhanced with the application of a new coating system.

7. CONCLUSION

The consultants' proposals for this project were evaluated in accordance with Regional policy. It is recommended that the consulting engineering firm Conestoga-Rovers & Associates be engaged to update the York Region recoating/coating specifications for elevated towers and ground level steel reservoirs, and the design and construction

services for the recoating of the Glenway Reservoir at an upset limit of \$79,682.00 excluding GST.

Furthermore, it is recommended that appropriate Regional officials be authorized to take all necessary steps to execute a formal agreement with Conestoga-Rovers & Associates for the completion of these services.

The Senior Management Group has reviewed this report.

Respectfully submitted,

**September 13, 2005
Newmarket, Ontario**

**B. Macgregor
Commissioner of
Transportation and Works**

(Report No. 5 of the Commissioner of Transportation and Works was adopted, without amendment, by Regional Council at its meeting held on , 2004.)