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CONSULTANT SELECTION FOR DETAILED DESIGN, CONTRACT ADMINISTRATION AND SITE INSPECTION KLEINBURG WATER SUPPLY PROJECT CITY OF VAUGHAN, PROJECT 77480

The Transportation and Works Committee recommends the adoption of the recommendations contained in the following report, September 18, 2007, from the General Manager, Water and Wastewater:

1. RECOMMENDATIONS

It is recommended that:

1. The consulting engineering firm of Conestoga-Rovers and Associates be engaged to undertake the detailed design, contract administration and site inspection for Kleinburg Water Supply Project as outlined in this report, at an upset limit cost of \$884,411.80, including GST.
2. The Regional Chair and Regional Clerk be authorized to execute a formal agreement with Conestoga-Rovers and Associates for the completion of these engineering services, subject to review by Legal Services.

2. PURPOSE

This report seeks Council authorization to retain engineering services related to the Kleinburg Water Supply Project.

The Purchasing By-law requires Council authorization to award Request for Proposals (RFP) over \$500,000 or when the recommended proponent does not have the lowest cost. In this case, the recommended proponent has the highest score and lowest cost, but the cost is greater than \$500,000. Therefore, Council authorization is required.

3. BACKGROUND

3.1 Environmental Assessment (EA)

The Environmental Study Report (ESR) for the Class Environmental Assessment (EA) for the water supply and storage capacity for Kleinburg-Nashville was approved under the provisions of the *Environmental Assessment Act* on June 25, 2007. The Region now intends to move forward with the implementation phase of the overall EA planning process for this project.

The community of Kleinburg requires additional water supply and storage capacity, as determined in the EA, to accommodate future growth as detailed in their approved community plan. This project will provide that additional water supply for the community.

3.2 Request for Proposals (RFP)

In accordance with the Purchasing By-law, the Region invited proposals (P-07-37) from qualified consultants to provide engineering services to complete the detailed design, contract administration and site supervision for the Kleinburg Water Supply System Project.

Based on the information provided in the formal responses to the Region's request for qualification for engineering services No. P-06-114, the following firms were invited to submit a proposal:

- The Municipal Infrastructure Group.
- Conestoga-Rovers and Associates.
- KMK Consultants Ltd.

3.2.1 Scope of Work

As per the RFP, the project will be delivered using the design/tender/construction approach. In order to facilitate the project in a co-ordinated manner, it is intended to retain the services of a single consultant to provide complete engineering services during the following stages of the project.

Detailed Design and Tendering

- Pre-Design.
- Design.
- Approvals.
- Tender and award.

Construction

- Pre-Construction.
- Notifications.
- Construction (contract administration and site inspection).
- Training.
- Commissioning.
- Completion (substantial performance, facility assumption, total performance, final documents, manuals and record drawings).
- Warranty period.

3.2.2 Project Works

The detailed design drawings and contract documents are to be prepared for the bidders to tender for construction services. The major works to be completed under this project includes the following:

- A connection to the existing York-Peel Feedermain at Rutherford Road and Huntington Road.
- A pressure reducing chamber at the connection to the existing York-Peel Feedermain on Huntington Road at Rutherford Road.
- Watermain along Huntington Road from Rutherford Road to Nashville Road.
- A connection to the existing watermain at Nashville Road and Huntington Road.
- Watermain along Islington Avenue from the existing watermain in the Woodbridge Expansion Area to the existing watermain in Kleinburg including connections to the existing watermain at both ends.
- A booster station/valve/metering chamber and electrical/chemical feed building at the existing elevated tank site, connected to the existing watermain to create a new pressure district.

The Location Plan (*see Attachment 1*) shows the location of the project works.

4. ANALYSIS AND OPTIONS

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 information. Technical content was weighted at 80%. The Region's proposal evaluation team reviewed the technical/management proposal based on, but not solely limited to, the following criteria for the proponent's project team experience and project implementation:

4.1 Proponent Project Team Experience

- Stability and reputation of the firm with the Region and/or other owners/clients.
- Experience on similar projects, municipal and/or other.
- Project Manager(s) and key staff experience.
- Technical support staff experience.
- Staff training.
- Sub-Consultant's experience.
- Other miscellaneous issues.

4.2 Project Implementation

- Completeness and comprehensiveness of the proposal submission.
- Understanding of the project and the services to be provided.
- Viability of the approach methodology.

- Understanding of the deliverables to be provided.
- Project management approach including planning and scheduling of key activities and resources.
- Implementation of the QA/QC process and its deliverables.
- Approach to Health and Safety.
- Other miscellaneous aspects of the project.

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

Table 1
Consultant Proposal Evaluation Summary

Firm	Technical Score (Out of 80)	Upset Fee (incl GST)	Financial Score (Out of 20)	Total Score (Out of 100)
Conestoga-Rovers and Associates	59.0	\$884,411.80	20.0	79.0
KMK Consultants Ltd.	52.5	\$918,541.50	19.3	71.8
The Municipal Infrastructure Group Limited	46.8	\$1,221,731.35	14.5	61.2

The firm with the highest total score was Conestoga-Rovers and Associates. Given that none of the other total scores were within five points of this highest total score, a “Dollar Cost Per Technical Point” analysis was not conducted.

Conestoga-Rovers and Associates scored higher than the other proponents in the areas of staff training, implementation of the QA/QC process and its deliverables and their approach to health and safety.

The Conestoga-Rovers and Associates proposal clearly demonstrated their capabilities to provide the engineering services required to satisfy the RFP. As such, their proposal represents the best overall value to the Region.

5. FINANCIAL IMPLICATIONS

The upset limit fee for the proposed work is \$884,411.80, including GST. Sufficient funds are included in the 2007 Budget and Business plan for this assignment.

Payment for engineering services during construction is based on contract duration. Lump sum prices for contract administration and site inspection are included for 240 and 180 regular working days, respectively, within the financial proposal. If actual contract duration varies from the above estimated working days, then the payments to the

consultant will be adjusted on a pro-rated basis using the per diem costs derived from the fee proposal.

6. LOCAL MUNICIPAL IMPACT

Once completed, the Kleinburg Water Supply System Project will increase the potable water supply capacity to the community of Kleinburg and allow them to provide for their projected 2021 population.

7. CONCLUSION

The consultants' proposals for this project were evaluated in accordance with Regional procedures. It is recommended that Conestoga-Rovers and Associates be engaged to undertake the detailed design, contract administration and site inspection for the Kleinburg Water Supply System Project at the upset limit cost of \$884,411.80, 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.

(The attachment referred to in this clause was included in the agenda for the October 3, 2007 Committee meeting.)