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CONSULTANT SELECTION FOR YORK REGION AND LOCAL MUNICIPAL INFLOW AND INFILTRATION REDUCTION PHASE 1 – ASSESSMENT

The Transportation and Works Committee recommends the adoption of the recommendations contained in the following report, October 3, 2007, from the General Manager, Water and Wastewater:

1. RECOMMENDATIONS

It is recommended that:

1. The consulting engineering firm of Earth Tech Canada Inc. be engaged to undertake the York Region and Local Municipal Inflow and Infiltration Reduction Phase 1 – Assessment as outlined in this report, at an upset limit cost of \$2,680,261.94 including GST.
2. The Regional Chair and Regional Clerk be authorized to execute a formal agreement with Earth Tech Canada Inc., subject to review by Legal services.
3. The Regional Clerk forward this report to Clerks of the local municipalities.

2. PURPOSE

This report seeks Council authorization to retain consulting engineering services to carry out the York Region and Local Municipal Inflow and Infiltration Reduction Phase 1 – Assessment.

The purchasing by-law requires council authorization to award Request for Proposals (RFP) when a recommended proponent's bid is in excess of \$500,000.

3. BACKGROUND

York Region is committed to reducing the amount of existing and future inflow and infiltration entering the wastewater collection and treatment systems. On April 19, 2007 Regional Council adopted the York Region and Local Municipal Sanitary Sewer Inflow and Infiltration Reduction Program (Report 4, Clause 3) which will build on this commitment through a coordinated effort between York Region and the local municipalities.

To support this program a Request for Proposal (RFP) was prepared seeking consultant services for the first phase of this program. The York Region and Local Municipal Inflow and Infiltration Reduction Phase 1 – Assessment project will include the following activities:

- Background review of previous studies and industry best practices.
- Flow and rainfall monitoring.
- Detailed data analysis of collected flow and rainfall data.
- Identification of remediation projects.
- Public communications program.

4. ANALYSIS AND OPTIONS

In accordance with the Purchasing By-Law and through the Supplies and Services Branch, a Request for Proposal (RFP 07-31) was advertised in the Daily Commercial News and on the Electronic Tender Network.

The four consulting firms that submitted a proposal are:

- XCG Consultants Limited
- Earth Tech Canada Inc.
- Clarifica Inc.
- Hatch Mott MacDonald

The proposals were evaluated based on a weighting of 80% for the technical/management proposal and 20% for the financial proposal. This allocation of technical/management and financial will ensure that the assignment is awarded to not only a very technically competent consultant but also a cost competitive consultant.

The technical evaluation was based on the following criteria:

- Experience and Qualifications of Project Team
- Management Qualifications and Quality Assurance
- Project Understanding and Implementation

To be considered for award, and for the financial proposal to be considered, proponents must achieve a minimum technical score of 48 points (60%) out of the potential 80 allocated for technical merit.

The technical and financial results are summarized below in Table 1.

Table 1
Consultant Proposal Evaluation Summary

Firm	Technical Score (Out of 80)	Upset Fee (including GST)	Financial Score (Out of 20)	Total Score (Out of 100)	Dollars per Point
Earth Tech Canada Inc.	58.6	\$2,680,261.94	20.0	78.6	\$45,757.78
XCG Consultants Ltd.	60.9	\$3,077,122.76	17.4	78.3	\$50,568.99
Hatch Mott MacDonald	45.2	Not opened	NA	45.2	NA
Clarifica Inc.	40.0	Not opened	NA	40.0	NA

The total scores of the proposals from Earth Tech Canada Inc. and XCG Consultants Ltd. were within 5 points of each other therefore a 'dollars cost per technical point calculation' was completed based on the requirements of the Region's purchasing by-law.

The firm with the lowest dollars cost per technical point scored was Earth Tech Canada Inc. Earth Tech's technical proposal clearly demonstrated their capabilities to provide 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 \$2,680,261.94, including GST. Funding for the project is included in the Region's 2007 Capital Budget and 10-Year Capital Program.

This cost includes the price to acquire all rainfall gauges and flow monitors required for this project. Provisional items such as smoke testing, dye testing, manhole inspections, household drainage surveys and additional workshops have not been included. The consultant will only be paid for the provisional item(s) if specifically directed by the Region to undertake the work covered under the provisional item(s).

6. LOCAL MUNICIPAL IMPACT

This project is required to address inflow and infiltration issues in York Region throughout all nine local municipalities. Implementation of this project will result in more secure and cost-effective wastewater conveyance and treatment systems that will meet the needs of current residents and future growth.

The local municipalities will be directly involved in the project implementation through a series of workshops included in the work program.

7. CONCLUSION

Four proposals for this project were evaluated in accordance with the Regional procedures. It is recommended that the consulting firm of Earth Tech Canada Inc. be engaged to undertake the York Region and Local Municipal Inflow and Infiltration Reduction Phase 1 – Assessment at an upset limit fee of \$2,680,261.94 including GST.

For more information on this report, contact Ilmar Simanovskis, extension 5027, Manager Technical Support of the Water and Wastewater Branch in the Transportation and Works Department.

The Senior Management Group has reviewed this report.