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CONSULTANT SELECTION FOR THE AURORA SEWAGE PUMPING STATION CONDITION ASSESSMENT, STANDBY POWER UPGRADE AND OTHER MISCELLANEOUS UPGRADES PROJECT – TOWN OF AURORA

The Transportation and Works Committee recommends the adoption of the recommendations contained in the following report, October 22, 2008, from the Commissioner of Environmental Services:

1. RECOMMENDATIONS

It is recommended that:

- The consulting engineering firm of Conestoga-Rovers & Associates Limited be engaged to provide various engineering services for the Aurora Sewage Pumping Station Condition Assessment, Standby Power Upgrade and Other Miscellaneous Upgrades Project as outlined in this report, at an upset limit cost of \$645,645.82 including GST.
- 2. The Regional Chair and Regional Clerk be authorized to execute a formal agreement with Conestoga-Rovers & Associates Limited 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 Aurora Sewage Pumping Station (ASPS) Condition Assessment, Standby Power Upgrade and Other Miscellaneous Upgrades Project.

The Purchasing By-law requires Council authorization to award Requests 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 lowest cost, but the total cost is greater than \$500,000 therefore Council authorization is required.

3. BACKGROUND

Aurora Sewage Pumping Station Requires a Detailed Condition Assessment to Identify Necessary Upgrades

The Aurora Sewage Pumping Station is a critical component of the overall York Durham Sewer System (YDSS). In recent years this facility has been equipped with a major odour control system in addition to significant pumping capacity modifications. In the process

of undertaking these works, numerous additional upgrades have been identified such as additional stand-by power capacity, electrical upgrades and assessment of the impacts and mitigation measures for the large quantity of grit contained in the wastewater processed through the facility.

Prior to undertaking any of these already identified needs, it was felt that the entire facility should undergo a detailed condition assessment. This will ensure that all future upgrades and improvements are fully identified and properly coordinated.

4. ANALYSIS AND OPTIONS

Request For Proposal (RFP) Issued to Two Qualified Engineering Consulting Firms

In accordance with the Purchasing By-law, a Request for Qualification (RFQ) was advertised in the Daily Commercial News, Toronto Star and the Electronic Tendering Network. The following two engineering firms responded to this RFQ and were subsequently issued a RFP to carry out the necessary engineering services for the works as described in the RFP's Project Scope Statement. These two firms were:

- Conestoga-Rovers & Associates Limited
- Wardrop Engineering Inc.

Scope of Work includes Detailed Design and Contract Administration Services

Services to be provided under this project include the following:

1. Comprehensive condition assessment of the entire facility and full reporting on recommendations for improvement and/or rehabilitation works.
2. Detailed design and contract administration to upgrade the existing standby power diesel generators
3. Detailed design and contract administration for the new discharge measuring devices at the facility
4. Update the existing facility operation manuals

Proposals Evaluated Using the Two Envelope System

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

The Region's proposal evaluation team reviewed the two technical/management proposals based on the following criteria:

1. Corporate experience on similar projects

2. Experience of key project staff
3. Sub-consultant's experience
4. Understanding of the project
5. Project approach and methodology
6. Quality assurance and control processes
7. Health and safety policy

The financial evaluation composed the remaining 20% weight of the total evaluation. Technical and financial results are summarized in Table 2.

Table 2
Consultant Proposal Evaluation Summary

Firm	Technical Score (out of 80)	Financial Score (out of 20)	Total Score (out of 100)
Conestoga-Rovers & Associates Limited	51.5	20	71.5
Wardrop Engineering Inc.	45.1	12.9	58.0

Evaluation of Proposals Resulted in Conestoga-Rovers and Associates Limited Achieving the Highest Total Score

The proposal with the highest total score, which consisted of the highest technical score as well as the lowest submitted upset limit fee, was the submission by Conestoga-Rovers & Associates Limited.

Their proposal demonstrated a clear understanding of the project and a thorough working knowledge of the overall Aurora Sewage Pumping Station facility; furthermore, Conestoga-Rovers & Associates Limited achieved the high technical score with their corporate experience in managing similar projects, as well as on the experience and qualifications of key project staff.

5. FINANCIAL IMPLICATIONS

The upset limit fee for the proposed work is \$645,645.82, including GST. Funding for this project shall be from the Asset Upgrade and Rehabilitation – Wastewater Project 73770, as included within the 2008 Capital Plan. Sufficient funds are available in the 2008 budget for the works anticipated to be completed this year.

6. LOCAL MUNICIPAL IMPACT

This project will greatly assist the Region in maintaining the facility at peak operating capability to better serve the local area municipalities.

7. CONCLUSION

Two proposals for this project were evaluated in accordance with Regional procedures. It is recommended that Conestoga-Rovers & Associates Limited be engaged to provide various engineering services for the Aurora Sewage Pumping Station Condition Assessment, Standby Power Upgrade and Other Miscellaneous Upgrades Project at the upset limit cost of \$645,645.82, including GST.

For more information on this report, please contact Bala Araniyasundaran, Director, Capital Planning and Delivery, Environmental Services Department at Ext. 5131.

The Senior Management Group has reviewed this report.

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