



Staff Report

Infrastructure & Public Works

Report To: Committee of the Whole
Meeting Date: November 14, 2016
Report Number: CSPW.16.144
Subject: Award of Preliminary Engineering Services for Elma St. S and Alice St. W
Prepared by: Michael Campbell on behalf of the Tender / Proposal Award Committee

A. Recommendations

THAT Council receive Staff Report CSPW.16.144 entitled "Award of Preliminary Engineering Services for Elma St. S. and Alice St. W.";

AND THAT Council approve the award of the Preliminary Engineering Services for Elma St. S and Alice St. W. (2016-11-P-IPW) to WSP Canada Inc. in the amount of \$110,000 excluding HST, consisting of \$100,400 upset cost estimate plus \$9,600 fee contingency;

AND THAT the Mayor and Clerk be authorized to execute the Engineering Services Agreement for the Preliminary Engineering Services for Elma St. S. and Alice St. W. (2016-11-P-IPW) with WSP Canada Inc.

B. Overview

The purpose of this Report is to receive Council approval to retain an engineering consultant to produce a preliminary design report for the reconstruction of Elma Street South and Alice Street West.

C. Background

The Thornbury Road Infrastructure Program (TRIP) looked at a significant portion of Thornbury to assess the municipal infrastructure condition and consider a hierarchy of infrastructure replacement. It was determined that Elma Street South from Arthur Street to Alfred Street and Alice Street West from Bruce Street to Victoria Street is a priority project and should be addressed first.

The TRIP assessment found the following:

- Sanitary sewer and maintenance holes leaking;
- Sanitary sewer crossing private property;
- Water main material (cast iron) is prone to failure;
- Storm sewer and overland flow route crossing private property (corrected in future project);

- Grade differential through Elma Louisa intersection not desirable;
- Road condition is poor;
- Sidewalks generally poor condition.

D. Analysis

The scope of work for this assignment is to produce a preliminary design report for the reconstruction of Elma Street South and Alice Street West.

Scope of Work

The project will include, but will not be limited to, the following major tasks:

Task 1: Collect and Review Background Information

Task 2: Develop and Implement a Public Communication Plan

Task 3: Undertake a Geotechnical Investigation

Task 4: Prepare an Arborist's Report

Task 5: Identify Infrastructure Rehabilitation/Replacement Alternatives

Task 6: Prepare Preliminary Design Report.

Consultation Selection

The consultant selection was a single stage process. Consultants responded to the Request for Proposals (RFP) issued by the Town with Detailed Work Plans and Upset Fee Estimates in separate sealed envelopes. These were received October 13, 2016.

The Consultant Selection Team, consisting of, Reg Russwurm, John Caswell, Jim McCannell and Mike Campbell satisfied themselves that the proposals were complete. Consultants were evaluated based on the following weighted evaluation factors:

Quality Factors

Firm's Qualifications and Experience on Similar Assignments	10%
Project Team's Experience	20%
Project Understanding and Approach	15%
Work Plan, Methodology, Communication and Quality Assurance Plan	20%
Project Schedule	10%
<u>Fee Factor</u>	25%
Total	100%

Evaluations were conducted as per the Town's Purchasing Policy, FS.08.08.

The consultant achieving the highest combined weighted quality and fee factor was WSP Canada Inc. In addition to their stated upset cost estimate of \$100,400 to undertake the assignment, Staff is requesting a contingency of \$9,600 in the event that additional engineering work is warranted. Staff therefore recommend that Council approves the award of the Preliminary Engineering Services for Elma Street South and Alice Street West (2016-11-P-IPW) to WSP Canada Inc. in the amount of \$110,000 excluding HST, consisting of \$100,400 upset cost estimate plus \$9,600 fee contingency, and as well that the Mayor and Clerk be authorized to execute the Contract Documents for the Preliminary Engineering Services for Elma Street South and Alice Street West (2016-11-P-IPW) with WSP Canada Inc.

E. The Blue Mountains' Strategic Plan

Goal #5 - Ensure that our infrastructure is sustainable.

F. Environmental Impacts

The Preliminary Engineering Report will ensure that impacts to natural environment are given consideration.

G. Financial Impact

The 2016 Capital Budget contained \$113,460 to undertake the Preliminary Engineering for Elma Street South and Alice Street West to be funded from Taxation and the Water and Waste Water Asset Replacement Reserve Funds.

The RFP directed the Consultants to include an allowance of \$30,000 for the specific purpose of daylighting or uncovering municipal and utility infrastructure that remain in question after all background information has been reviewed. Providing a specific allowance for daylighting underground works is a new practice for the Town. The purpose is to avoid additional construction costs that result from underground works being found in locations not anticipated during final design. Staff feel gaining more information during the preliminary engineering stage of a project will prove beneficial.

Cost	Engineering Services Amount	Percent of \$133,460 Capital Budget
Preliminary Engineering	\$70,400	62%
Utility Daylighting	\$30,000	26%
Fee Contingency	\$9,600	9%
Total Engineering Services	\$110,000	97%

H. In consultation with

Sam Dinsmore, Deputy Treasurer/Manager of Budgets & Accounting
Serena Wilgress, Manager of Purchasing

I. Attached

None

Respectfully submitted,

Michael Campbell

Michael Campbell, C.E.T
Construction Coordinator

Approved by:

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Troy Speck
Chief Administrative Officer

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Reg Russwurm, MBA, P.Eng.
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