

STAFF REPORT: ENGINEERING AND PUBLIC WORKS DEPARTMENT

REPORT TO: Infrastructure and Recreation
Committee

MEETING DATE: August 20th 2013

REPORT NO.: EPW.13.071

SUBJECT: Proposal Award for Engineering
Services for Hoover Lane,
Teskey Drive and Arlberg
Crescent Sanitary Servicing,
Proposal Number RFP 2013-30-
P-EPW

PREPARED BY: John Caswell, Manager of Water
and Wastewater Operations, on
behalf of the Tender Proposal
Award Committee (TPAC)

A. Recommendations

THAT Council receive Report EPW.13.071 entitled “Proposal Award for Engineering Services for Hoover Lane, Teskey Drive and Arlberg Crescent Sanitary Servicing, Proposal Number 2013-30-P-EPW”; and

THAT Council award C.C Tatham & Associates to provide Engineering Services for Hoover Lane, Teskey Drive and Arlberg Crescent Sanitary Servicing to an upset limit of \$126,816 (excluding HST) pending approval of budget increase; and

THAT the Mayor and the Clerk be authorized to execute the Contract Documents with C.C Tatham & Associates.

B. Background

Hoover Lane and Teskey Drive has been included in the Town’s 5 year capital budget for the past number of years to provide municipal wastewater servicing in this area. Recently, Council approved the creation of a budget to consider the provision of municipal wastewater servicing for Arlberg Crescent. After discussing the individual projects, it was determined that combining the projects could realize potential cost savings.

The Town prepared a Request for Proposal and issued it on June 5th 2013. The Consultant selection was a single step process. Proposals consisting of Proposal Requirements and Engineering Fees and Cost Charts in separate sealed envelopes were received from 5 consultants.

The Consultant Selection Team, consisting of Director of Engineering and Public Works Reg Russwurm, Manager of Water and Wastewater John Caswell, Engineering Design Technologist Mike Humphries and Manager of Purchasing and Risk Management Serena Wilgress satisfied themselves that the proposals were complete. A total of 5 proposals were received and evaluated.

Consultants were evaluated based on the following weighted evaluation factors:

Rated Criteria	Maximum Points (Weight)
1st Phase of Scoring	
Firm's Qualifications and Experience on Similar Assignments	10
Project Team's Experience	20
Project Understanding and Approach	15
Work Plan, Methodology and Quality Assurance Plan	20
Project Schedule	10
2nd Phase of Scoring	
Fees and Expenses	25
Total Weighted Points	100

Staff is recommending that the consultant receiving the highest combined weighted quality and fee factors, being C.C Tatham and Associates, be retained to provide Engineering Services for Hoover Lane, Teskey Drive and Arlberg Crescent Sanitary Servicing.

However, as all fee schedules received were greater than the current budget allotted for this project, the award is dependent upon the approval of increasing the existing budget.

C. The Blue Mountains' Strategic Plan

These works address the Town's Strategic Plan Goal No. 2 "Addressing the Town's Municipal infrastructure needs".

D. Environmental Impacts

None.

E. Financial Impact

None.

F. In Consultation With

Serena Wilgress, Manager of Purchasing and Risk Management

G. Attached

Attachment # 1- Capital Budget Sheet for Hoover Lane/Teskey Drive/Camperdown Road North Wastewater Service Extension.

Respectfully submitted,

John Caswell

John Caswell
Manager, Water & Wastewater Services
Engineering & Public Works
Office: 519-599-3131 Ext. 226
Fax: 519-599-7723
icaswell@thebluemountains.ca

Tender Proposal Award Committee

Troy Speck

Troy Speck
Chief Administrative
Officer

John Caswell per

Reg Russwurm
Director of Engineering
& Public Works

Serena Wilgress

Serena Wilgress
Manager of Purchasing

Hoover Lane/Teskey Drive/Camperdown Road North Wastewater Service Extension

Project #	6-421-0344
Department	EPW- Water & Wastewater Services
Year of Initiation	2013
Year of Completion	2014
Submitted by	John Caswell
Flexible	No
Capital	Yes

Description
Installation of Low Pressure Forcemain and sewer laterals on Hoover Lane, Teskey Drive & Camperdown Road North (road sections 344, 346, 348, total of 1000 m) Estimate of approx. \$8,400/unit for construction, plus plant charge \$5,100, plus Camperdown local charge of \$6,546 for a total of \$20,046. There will also be a requirement for the local residents to install grinder pumps. There will be a public consultation process commenced in early 2013 to gauge the residents desire for the project.

Category	Details
Purpose	To provide wastewater servicing to Hoover Lane, Teskey Drive/ Camperdown Road N (50 existing, 6 potential development units).
Strategic Plan	Goal #2 "Addressing the Town's municipal infrastructure needs".
Environmental Impact	Will eliminate older existing septic systems located adjacent to Georgian Bay. Upon connection to the municipal services, the septic tank would be decommissioned.

		Budget							
Expenditures	Total	2013	2014	2015	2016	2017	2018	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ 60,000	\$ 30,000	\$ 30,000					63115	
Consulting	\$ -							63120	
Contract Services	\$ 400,350		\$ 400,350					63125	
Contingencies	\$ 40,000		\$ 40,000					63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 500,350	\$ 30,000	\$ 470,350	\$ -	\$ -	\$ -	\$ -		



		Budget							
Funding	Total	2013	2014	2015	2016	2017	2018	Account	
Federal Grants	\$ -							53005	
Provincial Grants	\$ -							53010	
Municipal Act 326 / 391	\$ 500,350	\$ 30,000	\$ 470,350					54012	
Developer Contributions	\$ -							57013	
Revenue Fund - Taxes	\$ -							54011	
Revenue Fund - User Fees	\$ -							54011	
Reserves	\$ -							54032	
Reserve Funds	\$ -							54046	
Debt	\$ -							58100	
Funding Total:	\$ 500,350	\$ 30,000	\$ 470,350	\$ -	\$ -	\$ -	\$ -		

Timeline - Current Projects	Staff Resources Required							

Notes to Expenditure & Funding Tables

Project Costing Driver

Based on 2010 Benchmark costs plus inflationary factors

Operational Expenditure Impact

Project management, Project team participation, design submission review, attend construction meetings, review and approve payment of engineering fee invoices

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Large portion will be held as debt by the Town for local residents and must be considered in debt calculating.

