

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016

Item 15, Report No. 27, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on June 28, 2016.

**15 SELECTION OF ENGINEERING CONSULTANT FOR RFP16-012 AND BUDGET AMENDMENT
FOCUS AREA CORE WASTEWATER SERVICING STRATEGY STUDY
WARDS 1, 2 AND 3**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Deputy City Manager, Planning & Growth Management and Director of Development Engineering and Infrastructure Planning, dated June 21, 2016:

Recommendation

The Deputy City Manager, Planning & Growth Management and Director of Development Engineering and Infrastructure Planning, in consultation with the Director of Procurement Services, the Director of Financial Planning and Development Finance & Deputy City Treasurer, and the Director of Environmental Services, recommend:

1. That RFP16-012 for the necessary engineering and project management services to complete the Focus Area Core Servicing Strategy be awarded to Civica Infrastructure Inc. in the amount of \$119,563.50 plus applicable taxes;
2. That a contingency allowance in the amount of \$17,600 plus applicable taxes be approved within which the Director of Development Engineering and Infrastructure Planning or his designate is authorized to approve amendments to the contract;
3. That capital budget DE-7144-15 Woodbridge Core Area - Functional Servicing Strategy be increased by \$24,000 with funding from the Regional Municipality of York;
4. That the amounts of the above recommendations, including all contingency allowances, applicable taxes and administration recovery be funded from the amended Capital Project DE-7144-15 Woodbridge Core Area - Functional Servicing Strategy;
5. That the inclusion of this matter on a Public Committee or Council agenda with respect to amending the capital budget identified as Budget Amendment And Selection Of Engineering Consultant For RFP16-012 Focus Area Core Servicing Strategy Study is deemed sufficient notice pursuant to Section 2(1)(c) of By-Law 394-2002;
6. That the Mayor and Clerk be authorized to sign the contract documents associated with this project; and
7. That a copy of this report be forwarded to the Regional Municipality of York.

Contribution to Sustainability

Consistent with the goals and objectives of the City's Community Sustainability and Environmental Master Plan (Green Directions Vaughan), the Focus Area Core Servicing Strategy Study will contribute to:

- Achieving sustainable growth and development
- The creation of a City with sustainable built form
- Sharing sustainable best practices and ideas between and among municipal staff and the community

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016

Item 15, CW Report No. 27 – Page 2

Economic Impact

The total project cost of \$144,000 which includes a contingency allowance, applicable taxes and administration recovery can be accommodated within the amended capital project DE-7144-15 Woodbridge Core Area - Functional Servicing Strategy.

York Region has committed to fund 50% of the total cost of consulting services for Study Area A which includes the West Vaughan Employment Lands (Refer to Attachment No. 1), plus applicable taxes and administration recovery (\$24,000). As such, there is no additional economic impact to the City. A detailed explanation of the funding is provided in the Background-Analysis and Options section of this report.

It is anticipated that this servicing study will identify the need for infrastructure improvements to the City's wastewater system. These works will be considered in the next update of the City's Development Charge Background Study, which is scheduled to commence in 2017.

Communications Plan

Broad public consultation is not required as the scope of the study is analytical and technical in nature. However, the conclusions and recommendations will be discussed and finalized with input from applicable stakeholders.

Purpose

The purpose of this report is to obtain Council approval to retain Civica Infrastructure Inc. to complete the Focus Area Core Servicing Strategy Study (RFP16-012).

Background – Analysis and Options

Completion of this study is necessary to establish a comprehensive wastewater servicing strategy for the planned growth in the intensification corridors/areas and the West Vaughan Employment area

The Focus Area Core Servicing Strategy Study will assess and quantify the availability of sanitary servicing capacity in the City's existing wastewater collection system within proposed development/intensification areas. A detailed technical analysis will be completed which builds on the City-Wide Water/Wastewater Master Plan analysis completed in 2014. The study will also determine (where necessary) infrastructure improvements to accommodate future development.

The study has been broken down into four specific parts. Each part is based on existing sanitary sewer service areas. The limits of each area (A, B, C and D) are shown on Attachment No. 1. The overall study objective is to confirm adequate residual capacity throughout the existing network to accommodate future growth. The use of existing infrastructure will be optimized where possible, and necessary capital improvements will be identified based on results of the technical analysis.

Tributary Area 'A' is located within the West Vaughan Employment Area. Refer to Attachment No. 1. The ultimate servicing strategy for this area is dependent on the construction of the Regional West Vaughan Sanitary Trunk Sewer with a current anticipated in-service date of 2028. In the absence of this sewer, an interim servicing solution is required to provide for continued development in this area. The study will explore interim options including the need for a temporary wastewater pumping station and sanitary forcemain crossing of the Robinson Creek. The Region is a partner in this component of the study.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016

Item 15, CW Report No. 27 – Page 3

Tributary Areas B, C and D include planned intensification corridors along Highway 7, throughout the Maple Heritage Conservation District and the Kleinburg-Nashville service areas respectfully. The technical analysis of these areas will assess the sanitary servicing requirements necessary to accommodate the planned intensification.

Based on evaluation of the proposals submitted, assignment of the work to Civica Infrastructure Inc. is recommended

On March 03, 2016, the Procurement Services Department issued a Request for Proposal (RFP16-012) for the retention of a consulting engineering firm to complete the Focus Area Core Servicing Strategy Study in accordance with the City's Purchasing Policy. The RFP was publically advertised on the City Page, Biddingo and the Ontario Public Buyers Association (OPBA) website. In response to the RFP, five (5) documents were picked up from the Procurement Services Department. One (1) addendum was issued to answer questions received, and upon closing two (2) proposals were received.

Both proposals submitted were considered compliant and further evaluated by an evaluation committee comprised of staff from the City's Development Engineering and Infrastructure Planning, Environmental Services, and Procurement Services Departments and York Region's Environmental Services Department.

The proposals were evaluated and scored based on established criteria, followed by interviews for an additional 25 marks. Based on the evaluation committee's review, Civica Infrastructure Inc. scored the highest and successfully fulfilled all of the City's technical requirements and qualifications related to this project. As such, the evaluation committee is satisfied that Civica Infrastructure Inc. has met all the required qualifications to successfully complete the Focus Area Core Servicing Strategy Study.

The total estimated cost to complete this study including engineering consulting services, contingency allowance, applicable taxes and administration recovery is \$144,000 as summarized in Table 1 below:

TABLE 1: ESTIMATED CONSULTING COSTS			
	York Region Costs	City of Vaughan Costs	Total
	\$	\$	\$
Civica Infrastructure Inc. - RFP Bid Price	19,809.00	99,754.50	119,563.50
Contingency Allowance (Approx. 15%)	2,900.00	14,700.00	17,600.00
Sub-Total	22,709.00	114,454.50	137,163.50
H.S.T. (1.76%) Not Recoverable	399.68	2,014.40	2,414.08
Total	23,108.68	116,468.90	139,577.58
Administration Recovery (3%)	693.26	3,494.07	4,187.33
Net Total Cost	23,801.94	119,962.97	143,764.91
Net Total Cost (Rounded)	24,000.00	120,000.00	144,000.00

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016

Item 15, CW Report No. 27 – Page 4

TABLE 2: PROJECT FUNDING POSITION SUMMARY	
	DE-7144-15 \$
Approved Budget	120,000.00
Less: Expenses/Commitments to date	-
Current Funds Remaining	120,000.00
Less: Net Total Cost	(144,000.00)
Amount Exceeding Capital Project Budget	(24,000.00)
Budget Amendment Funded from York Region	24,000.00
Balance Remaining	-

The study is technical in nature and will involve the collection and review of a large amount of existing sewer network/tributary area data. Accordingly, a contingency allowance of approximately 15% has been identified as an appropriate amount to address any unforeseen work in completing the scope of this study.

Civica Infrastructure Inc. has completed many servicing strategy/analysis studies in the past of similar scope and is deemed qualified to undertake this assignment.

Relationship to Term of Council Service Excellence Strategy Map (2014-2018)

In consideration of the strategic priorities set by Council, the recommendations of this report will assist in:

- Investing, renewing and managing infrastructure and assets
- Ensure the safety and well-being of citizens
- Cultivating an environmentally sustainable City
- The pursuit of excellence in service delivery
- Planning and managing growth and economic vitality

The recommendations contained in this report are consistent with the priorities set by Council. The necessary resources have been allocated and approved.

Regional Implications

As a key stakeholder and funding partner on this project, York Region staff will be directly involved throughout the duration of the Study. York Region will contribute funding in the amount of \$24,000 towards the completion of this Study in order to better assess the timing requirements for the West Vaughan Sanitary Trunk Sewer.

Conclusion

Based on the results of RFP16-012, Civica Infrastructure Inc. scored the highest overall ranking and successfully fulfills the City's technical requirements.

It is recommended that Civica Infrastructure Inc. be retained to provide the necessary engineering and project management services to complete the Focus Area Core Servicing Strategy Study in the total amount of \$119,563.50 plus applicable taxes.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 28, 2016

Item 15, CW Report No. 27 – Page 5

Attachment

1. Study Area Location Map

Report prepared by:

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Michael Frieri, Manager of Engineering Planning and Studies, Ext. 8729

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)