

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF OCTOBER 19, 2016

Item 8, Report No. 34, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on October 19, 2016.

8 AWARD OF RFP16-261- CONDITION ASSESSMENTS - LIFT STATIONS, FORCEMAINS & PUMPING STATIONS – ALL WARDS

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Deputy City Manager of Public Works and the Director of Environmental Services, dated October 5, 2016:

Recommendation

The Deputy City Manager of Public Works and the Director of Environmental Services in consultation with the Director of Procurement Services and the Director of Financial Services/Deputy City Treasurer recommend:

1. That RFP16-261 Condition Assessments- Lift Station, Force mains and Pumping Stations be awarded to GM BluePlan Engineering Ltd. in the amount of \$119,217.00 and any applicable taxes;
2. That a contingency allowance in the amount of \$ 23,843.40 be approved within which the Deputy City Manager of Public Works or designate is authorized to approve amendments to the contract; and
3. That the City Clerk be authorized to sign the necessary documents.

Contribution to Sustainability

This project will directly support the *Green Directions Vaughan's* sustainability first principle where decisions and actions are made that ensure a healthy environment, vibrant communities and economic vitality for current and future generations. Condition assessments will help improve the operational efficiency of key water and wastewater infrastructure assets and contribute to their long term viability.

Economic Impact

Funding for this project in the amount of \$ 149,870.07 which includes a contingency allowance, administrative recovery and applicable taxes, can be accommodated within the approved capital budget EV-2087-16 Pump/Booster Station Condition Assessments. The financial impact is illustrated in the table below:

RFP16-261	\$ 119,217.00
Contingency (20%)	\$ 23,843.40
HST (1.76%)	\$ 2,517.86
Administrative fee (3%)	\$ 4,291.81
Total Cost	\$ 149,870.07
Rounded	\$ 150,000.00
Approved Capital budget EV-2087-16	\$ 256,700.00
Balance Remaining	\$ 106,700.00

A total contingency amount of 20% of the RFP price (\$23,843.40) is requested and is covered within the approved Capital budget. This contingency allowance will be used to address any unforeseen work that may arise through the functionality and performance review component of this project. This component may require additional testing to further determine the status of major equipment components such as pumps.

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Communications Plan

N/A

Purpose

The purpose of this report is to recommend that RFP16-261 Condition Assessments- Lift Station, Forcemains and Pumping Stations be awarded to GM BluePlan Engineering Ltd.

Background - Analysis and Options

The condition assessments for wastewater lift stations and forcemains as well as water pumping stations will assist with developing future maintenance management programs and capital improvement plans.

RFP 16-261 was advertised on City Page, Bidding and OPBA website on June 30, 2016, with a closing date of July 28, 2016. One (1) Addendum was issued to answer questions received. In response to the Request for Proposal, RFP documents were picked up by fifteen (15) potential proponents, and upon closing, four (4) proposal submissions were received from the following proponents:

1. Hatch Corporation
2. GM BluePlan Engineering Ltd.
3. Cole Engineering Group Ltd.
4. The Municipal Infrastructure Group Ltd.

An Evaluation Committee comprised of staff from Environmental Services, Development Engineering and Infrastructure Planning, Corporate Asset Management and facilitated by Procurement Services carried out the evaluation process. The City's bid package provided details of the contract, including the following criteria to be used in the evaluation of competing proposal submissions:

Evaluation Criteria	Weight %
i. Corporate Profile	5
ii. Corporate Project Experience	20
iii. Project Team	20
iv. Project Understanding	20
v. Proposal Fee	30
vi. Quality of RFP Response	5
Sub-total	100
vii. Presentation and Interview Questions	30
Total	130

Technical proposals from all four proponents were evaluated based on the above criteria and the ability of the proponent to meet the requirements set forth in the RFP. The top three proponents were invited to an interview where they delivered a short summary presentation and addressed four questions related to the delivery of the project.

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The Proposal from GM BluePlan Engineering Ltd. received the highest technical score. The Proposal Fees submitted by GM BluePlan Engineering Ltd. was \$119,217.00 plus applicable taxes. Proponents were also required to submit a project fees spreadsheet showing the breakdown of fees, including the estimated time to be spent by each staff member on each task, the hourly rates, sub-total for each task, reimbursable expenses and disbursements and the total estimated fees as outlined in the proponents work plan.

GM BluePlan Engineering Ltd is a Canadian engineering consulting firm. GM BluePlan Engineering Ltd. have extensive experience in condition assessments including work for City of Brantford, Region of Waterloo, Region of Peel, and Region of York.

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

This RFP award for Condition Assessments- Lift Station, Forcemains and Pumping Stations aligns with the following components of service excellence strategy map:

- Term of Council priorities – Continue to ensure the safety and well-being of citizens and invest, renew and manage infrastructure and assets.

Regional Implications

There are no regional implications as a result of this RFP award.

Conclusion

Environmental Services staff undertook an RFP process to secure a consultant team to complete Condition Assessments- Lift Station, Forcemains and Pumping Stations. Following a review of submissions by the City's evaluation team, staff recommend awarding the contract to the highest scoring proponent GM BluePlan Engineering Ltd. GM BluePlan Engineering Ltd. submitted an excellent proposal and followed that up with a solid interview that demonstrated a thorough understanding of the assignment. As a result, they are well qualified to fulfill the requirements of the contract.

Attachments

N/A

Report prepared by:

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