

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 27, 2014**

Item 15, Report No. 21, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on May 27, 2014.

**15**

**SELECTION OF ENGINEERING CONSULTANT**

**RFP14-066**

**DESIGN SERVICES - INFRASTRUCTURE RENEWAL**

**KLEINBURG AREA (VICINITY OF ISLINGTON AVENUE AND STEGMAN'S MILL ROAD)  
AND NATIONAL ESTATES (VICINITY OF PINE VALLEY DRIVE AND LANGSTAFF ROAD)**

**WARDS 1 AND 3**

**The Committee of the Whole recommends approval of the recommendation contained in the following report of the Commissioner of Engineering and Public Works and the Director of Engineering Services, dated May 13, 2014:**

**Recommendation**

The Commissioner of Engineering and Public Works and the Director of Engineering Services, in consultation with Commissioner of Finance and City Treasurer and the Director of Purchasing recommend:

- 1) That RFP14-066 to provide engineering services for Part A – Kleinburg Area Roadworks, Watermain Replacement and Streetlighting and Part B – National Estates Roadworks and Watermain Replacement be awarded to Ainley Group in the amount of \$155,823.50, plus applicable taxes and administration recovery;
- 2) That the following project cost, plus applicable taxes, be approved:
  - a) A contingency allowance in the amount of \$13,000.00 for Part 'A' and \$11,000.00 for Part 'B', plus applicable taxes and administration recovery be approved within which the Commissioner of Engineering and Public Works, or his designate is authorized to approve amendments to this contract;
  - b) That funding in the sum of \$103,000.00, including all contingency allowance, applicable taxes and administration recovery be approved from Capital Budget Project No. EN-1914-14 and \$87,000.00 from Capital Budget Project No. EN-1915-14;
- 3) That an amount of \$28,000.00 from Capital Budget Project No. EN-1915-14 be transferred to Capital Budget Project No. EN-1914-14; and
- 4) That the Mayor and City Clerk be authorized to sign the appropriate documents.

**Contribution to Sustainability**

An integral part of a sustainable city is effective asset management. Through infrastructure investments, the risk of failure is reduced and system reliability improved, providing optimal service to citizens. The proposed rehabilitation of existing roads and watermain replacement will maximize the return on the capital and operating investments.

**Economic Impact**

The total project cost of \$190,000.00, which includes a contingency allowance, administration recovery and applicable taxes can be accommodated within Capital Budgets EN-1914-14 and EN-1915-14.

## CITY OF VAUGHAN

### **EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 27, 2014**

#### Item 15, CW Report No. 21 – Page 2

Funding in Capital Project No. EN-1914-14, Part 'A' – Kleinburg area, is insufficient based on the scope of the planned works, resulting in a funding shortfall of \$28,000.00. Funding for Part 'B' – National Estates is provided in Capital Project No. EN-1915-14, and favourable tender results provides available funding to offset the shortfall of EN-1914-14 (Part 'A'). As the scope of work for both projects are similar and are funded from Water Reserve and Debenture Financing, the transfer of funds, in the sum of \$28,000.00, from Capital Project No. EN-1915-14 to Capital Project No. EN-1914-14 is appropriate.

#### **Communication Plan**

Staff will advise the Mayor and Members of Council and will distribute a notice of preliminary design letter to the affected residents upon award of this assignment.

#### **Purpose**

To obtain approval to retain Ainley Group for consulting services for Part A -Kleinburg Area Road Rehabilitation, Watermain Replacement and Streetlighting and Part B – National Estates Road Rehabilitation and Watermain Replacement (RFP14-006).

#### **Background – Analysis and Options**

**Road rehabilitation and watermain replacement have been identified as required infrastructure improvements in the Kleinburg Area and National Estates.**

The scope of work for this assignment includes the preliminary and detailed design for the resurfacing/rehabilitation of the roadways in the Kleinburg area and National Estates identified in Attachment Nos. 1 and 2, respectively. Also included in this assignment is the design of the streetlighting on Stegman's Mill Road from Islington Avenue to Ravendale Gate and watermain replacement within both communities. Watermain replacement, along with water service upgrades, will be carried out at locations where metallic watermain pipe has been identified and will be replaced with PVC pipe.

A Request for Proposal for the Consulting Services for Part A Kleinburg Area Road Rehabilitation, Watermain Replacement and Streetlighting and Part B Road Rehabilitation and Watermain Replacement in the National Estates was advertised on the City Page, Bidding and Ontario Public Buyers Association (OPBA) website on March 31, 2014. In response to the RFP, twelve (12) RFP packages were picked up from the Purchasing Services Department. Upon closing on April 14, 2014, four (4) proposal submissions were received.

An evaluation meeting was held on April 24, 2014, with the review committee, comprising of representatives from Engineering Services and Purchasing Services.

A standardized scoring and ranking system was used for the proposal as follows:

- 20 points available for understanding and project approach;
- 25 points available for work plan and project management;
- 35 points available for firm qualification and staff experience; and
- 20 points available for engineering fees.

**Based on the evaluation of the proposals submitted, assignment of the work to Ainley Group is recommended.**

Ainley Group scored the highest number of points during the evaluation process. Based on the evaluation of the proposals, it is recommended that the proposal from Ainley Group be accepted and that an Engineering Agreement be executed.

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 27, 2014**

Item 15, CW Report No. 21 – Page 3

During the project planning stage of these two projects, it was determined that since the scope of work was similar, it would be more cost effective to combine the design assignments. This allows staff to better manage resources, schedule, cost control, communication and ensure overall project delivery in an efficient manner.

The total cost for professional engineering services for this project, including contingency allowance, applicable taxes and administration recovery is calculated as follows:

	<b>PART 'A' (EN-1914-14)</b>	<b>PART 'B' (EN-1915-14)</b>
Ainley Group	\$84,579.50	\$71,244.00
Contingency Allowance (approximately 15%)	\$13,000.00	\$11,000.00
Sub-Total	\$97,579.50	\$82,244.00
H.S.T. (1.76%) (not recoverable)	\$ 1,717.40	\$ 1,447.49
Total	\$99,296.90	\$83,691.49
Administration Recovery (3%)	\$ 2,978.91	\$ 2,510.74
<b>Net Total Cost</b>	<b>\$102,275.81</b>	<b>\$86,202.23</b>

**ROUNDED    \$103,000.00                      \$87,000.00**

<b>PROJECT FUNDING POSITION SUMMARY</b>		
<b>CAPITAL PROJECT</b>	<b>EN-1914-14</b>	<b>EN-1915-14</b>
Approved Budget	\$ 75,000.00	\$200,000.00
Less: Exp. & Commitments to Date	\$ (0.00)	\$ (0.00)
Current Funds Remaining	\$ 75,000.00	\$200,000.00
Less: Net Total Cost	\$103,000.00	\$ 87,000.00
Amount Exceeding Capital Project Budget	<b>(\$ 28,000.00)</b>	-----
EN-1914-14 Balance charged to EN-1915-14	(\$ 28,000.00)	(\$28,000.00)
<b>Balance Remaining</b>	<b>0</b>	<b>\$ 85,000.00</b>

As a result of the subsurface works proposed, the project is considered to be moderate in complexity with a mostly defined scope with some uncertainties. In accordance with the Contingency Matrix (identified in Appendix 1 of the Capital Project Financial Administration and Reporting Policy), a contingency allowance of 15% has been identified as an appropriate amount to address any unforeseen work in completing the scope of this project. All remaining funds for this assignment of the project will be applied to the construction phase of the project.

Ainley Group has completed similar projects in the past of similar scope and is deemed qualified to undertake this assignment.

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 27, 2014**

Item 15, CW Report No. 21 – Page 4

**Relationship to Vaughan Vision 2020/Strategic Plan**

In consideration of the strategic priorities related to Vaughan Vision 2020, the recommendations of this report will assist in enhancing and maintaining community safety, health and wellness, by ensuring that appropriate levels of service are maintained for the local residents.

**Regional Implications**

Not Applicable.

**Conclusion**

Staff recommends that this assignment be awarded to Ainley Group in the amount of \$155,823.50, plus applicable taxes and administration recovery.

**Attachments**

1. Part 'A' – Location Map
2. Part 'B' – Location Map

**Report prepared by:**

Pat Marcantonio, C.E.T., Project Manager, ext. 8468  
Paolo Masaro, P. Eng., Manager (Acting), Design Services, ext. 8446

(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.)

## **COMMITTEE OF THE WHOLE – MAY 13, 2014**

### **SELECTION OF ENGINEERING CONSULTANT**

**RFP14-066**

### **DESIGN SERVICES - INFRASTRUCTURE RENEWAL**

**KLEINBURG AREA (VICINITY OF ISLINGTON AVENUE AND STEGMAN'S MILL ROAD)  
AND NATIONAL ESTATES (VICINITY OF PINE VALLEY DRIVE AND LANGSTAFF ROAD)  
WARDS 1 AND 3**

### **Recommendation**

The Commissioner of Engineering and Public Works and the Director of Engineering Services, in consultation with Commissioner of Finance and City Treasurer and the Director of Purchasing recommend:

- 1) That RFP14-066 to provide engineering services for Part A – Kleinburg Area Roadworks, Watermain Replacement and Streetlighting and Part B – National Estates Roadworks and Watermain Replacement be awarded to Ainley Group in the amount of \$155,823.50, plus applicable taxes and administration recovery;
- 2) That the following project cost, plus applicable taxes, be approved:
  - a) A contingency allowance in the amount of \$13,000.00 for Part 'A' and \$11,000.00 for Part 'B', plus applicable taxes and administration recovery be approved within which the Commissioner of Engineering and Public Works, or his designate is authorized to approve amendments to this contract;
  - b) That funding in the sum of \$103,000.00, including all contingency allowance, applicable taxes and administration recovery be approved from Capital Budget Project No. EN-1914-14 and \$87,000.00 from Capital Budget Project No. EN-1915-14;
- 3) That an amount of \$28,000.00 from Capital Budget Project No. EN-1915-14 be transferred to Capital Budget Project No. EN-1914-14; and
- 4) That the Mayor and City Clerk be authorized to sign the appropriate documents.

### **Contribution to Sustainability**

An integral part of a sustainable city is effective asset management. Through infrastructure investments, the risk of failure is reduced and system reliability improved, providing optimal service to citizens. The proposed rehabilitation of existing roads and watermain replacement will maximize the return on the capital and operating investments.

### **Economic Impact**

The total project cost of \$190,000.00, which includes a contingency allowance, administration recovery and applicable taxes can be accommodated within Capital Budgets EN-1914-14 and EN-1915-14.

Funding in Capital Project No. EN-1914-14, Part 'A' – Kleinburg area, is insufficient based on the scope of the planned works, resulting in a funding shortfall of \$28,000.00. Funding for Part 'B' – National Estates is provided in Capital Project No. EN-1915-14, and favourable tender results

provides available funding to offset the shortfall of EN-1914-14 (Part 'A'). As the scope of work for both projects are similar and are funded from Water Reserve and Debenture Financing, the transfer of funds, in the sum of \$28,000.00, from Capital Project No. EN-1915-14 to Capital Project No. EN-1914-14 is appropriate.

### **Communication Plan**

Staff will advise the Mayor and Members of Council and will distribute a notice of preliminary design letter to the affected residents upon award of this assignment.

### **Purpose**

To obtain approval to retain Ainley Group for consulting services for Part A -Kleinburg Area Road Rehabilitation, Watermain Replacement and Streetlighting and Part B – National Estates Road Rehabilitation and Watermain Replacement (RFP14-006).

### **Background – Analysis and Options**

**Road rehabilitation and watermain replacement have been identified as required infrastructure improvements in the Kleinburg Area and National Estates.**

The scope of work for this assignment includes the preliminary and detailed design for the resurfacing/rehabilitation of the roadways in the Kleinburg area and National Estates identified in Attachment Nos. 1 and 2, respectively. Also included in this assignment is the design of the streetlighting on Stegman's Mill Road from Islington Avenue to Ravendale Gate and watermain replacement within both communities. Watermain replacement, along with water service upgrades, will be carried out at locations where metallic watermain pipe has been identified and will be replaced with PVC pipe.

A Request for Proposal for the Consulting Services for Part A Kleinburg Area Road Rehabilitation, Watermain Replacement and Streetlighting and Part B Road Rehabilitation and Watermain Replacement in the National Estates was advertised on the City Page, Bidding and Ontario Public Buyers Association (OPBA) website on March 31, 2014. In response to the RFP, twelve (12) RFP packages were picked up from the Purchasing Services Department. Upon closing on April 14, 2014, four (4) proposal submissions were received.

An evaluation meeting was held on April 24, 2014, with the review committee, comprising of representatives from Engineering Services and Purchasing Services.

A standardized scoring and ranking system was used for the proposal as follows:

- 20 points available for understanding and project approach;
- 25 points available for work plan and project management;
- 35 points available for firm qualification and staff experience; and
- 20 points available for engineering fees.

**Based on the evaluation of the proposals submitted, assignment of the work to Ainley Group is recommended.**

Ainley Group scored the highest number of points during the evaluation process. Based on the evaluation of the proposals, it is recommended that the proposal from Ainley Group be accepted and that an Engineering Agreement be executed.

During the project planning stage of these two projects, it was determined that since the scope of work was similar, it would be more cost effective to combine the design assignments. This allows staff to better manage resources, schedule, cost control, communication and ensure overall project delivery in an efficient manner.

The total cost for professional engineering services for this project, including contingency allowance, applicable taxes and administration recovery is calculated as follows:

	<b>PART 'A'</b> <b>(EN-1914-14)</b>	<b>PART 'B'</b> <b>(EN-1915-14)</b>
Ainley Group	\$84,579.50	\$71,244.00
Contingency Allowance (approximately 15%)	\$13,000.00	\$11,000.00
Sub-Total	\$97,579.50	\$82,244.00
H.S.T. (1.76%) (not recoverable)	\$ 1,717.40	\$ 1,447.49
Total	\$99,296.90	\$83,691.49
Administration Recovery (3%)	\$ 2,978.91	\$ 2,510.74
<b>Net Total Cost</b>	\$102,275.81	\$86,202.23

**ROUNDED \$103,000.00**

**\$87,000.00**

<b>PROJECT FUNDING POSITION SUMMARY</b>		
<b>CAPITAL PROJECT</b>	<b>EN-1914-14</b>	<b>EN-1915-14</b>
Approved Budget	\$ 75,000.00	\$200,000.00
Less: Exp. & Commitments to Date	\$ (0.00)	\$ (0.00)
Current Funds Remaining	\$ 75,000.00	\$200,000.00
Less: Net Total Cost	\$103,000.00	\$ 87,000.00
Amount Exceeding Capital Project Budget	<b>(\$ 28,000.00)</b>	-----
EN-1914-14 Balance charged to EN-1915-14	(\$ 28,000.00)	(\$28,000.00)
<b>Balance Remaining</b>	<b>0</b>	<b>\$ 85,000.00</b>

As a result of the subsurface works proposed, the project is considered to be moderate in complexity with a mostly defined scope with some uncertainties. In accordance with the Contingency Matrix (identified in Appendix 1 of the Capital Project Financial Administration and Reporting Policy), a contingency allowance of 15% has been identified as an appropriate amount to address any unforeseen work in completing the scope of this project. All remaining funds for this assignment of the project will be applied to the construction phase of the project.

Ainley Group has completed similar projects in the past of similar scope and is deemed qualified to undertake this assignment.

**Relationship to Vaughan Vision 2020/Strategic Plan**

In consideration of the strategic priorities related to Vaughan Vision 2020, the recommendations of this report will assist in enhancing and maintaining community safety, health and wellness, by ensuring that appropriate levels of service are maintained for the local residents.

**Regional Implications**

Not Applicable.

**Conclusion**

Staff recommends that this assignment be awarded to Ainley Group in the amount of \$155,823.50, plus applicable taxes and administration recovery.

**Attachments**

1. Part 'A' – Location Map
2. Part 'B' – Location Map

**Report prepared by:**

Pat Marcantonio, C.E.T., Project Manager, ext. 8468  
Paolo Masaro, P. Eng., Manager (Acting), Design Services, ext. 8446

Respectfully submitted,

Paul Jankowski, P. Eng.  
Commissioner of Engineering and Public Works

Jack Graziosi, P. Eng.  
Director of Engineering Services

PM:mc



# ATTACHMENT No.1



## Part 'A' - KLEINBURG AREA (EN-1914-14)

2015

### LEGEND

### ROAD WORKS, WATERMAIN REPLACEMENT AND STREET LIGHTING RFP 14-066

- ■ ■ Roadworks
- Street Lighting
- Watermain Replacement and Roadworks

Note: Aerial photography acquired Spring, 2013

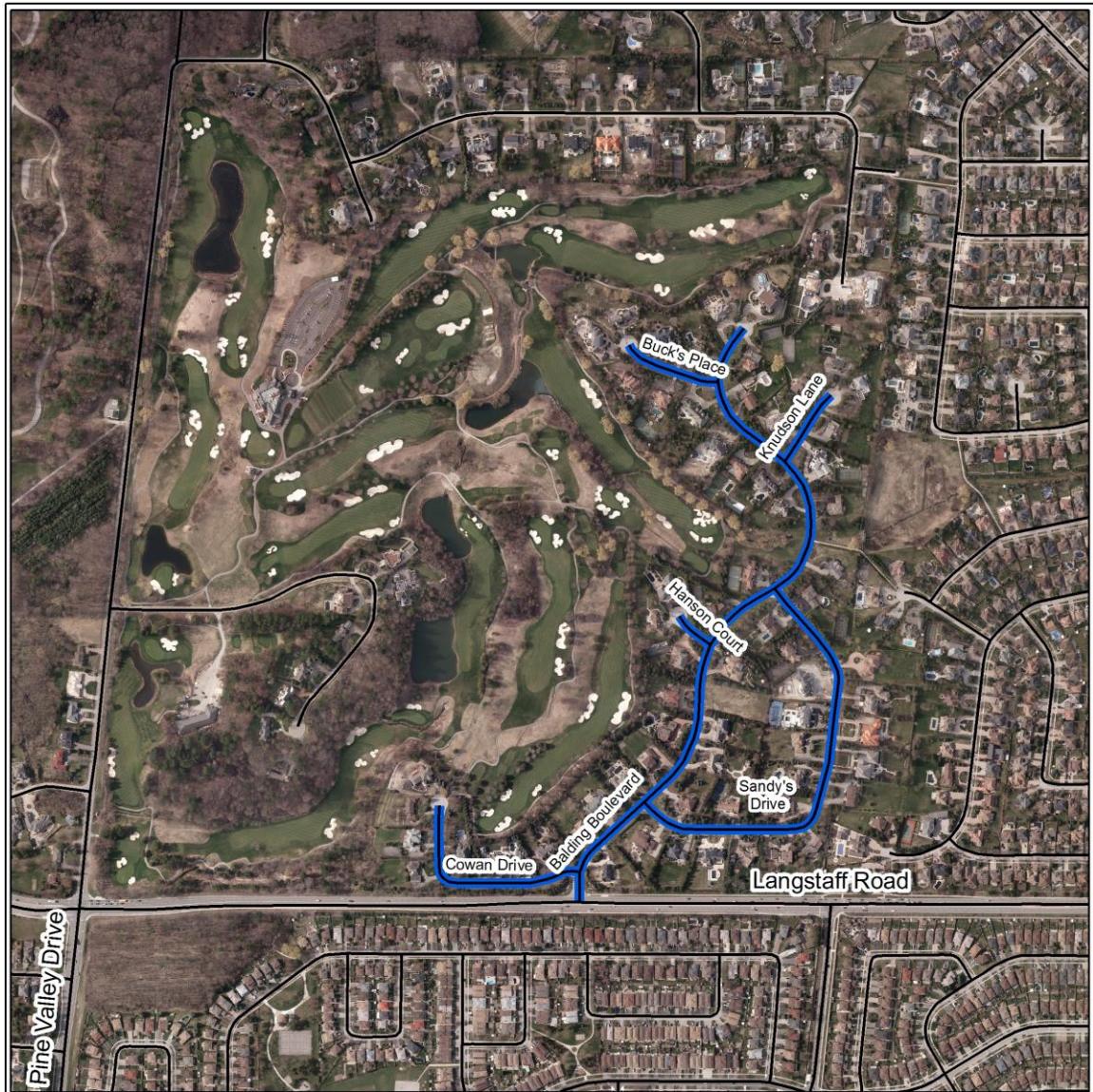


NOT TO SCALE

F:\Common\ENG\ATTACHMENTS\ENGINEERING SERVICES\ATTACHMENTS\2015 Roads, Watermain Replacement and Street Lighting - RFP14-066\Part A.mxd



## ATTACHMENT No.2



### Part 'B' - NATIONAL ESTATES (EN-1915-14)

2015

### ROAD WORKS AND WATERMAIN REPLACEMENT

RFP 14-066

#### LEGEND

— Watermain Replacement and Roadworks

Note: Aerial photography acquired Spring, 2013



NOT TO SCALE