

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 16, 2015

Item 11, Report No. 11, of the Finance, Administration and Audit Committee, which was adopted without amendment by the Council of the City of Vaughan on September 16, 2015.

**11 BUDGET AMENDMENT AND SELECTION OF ENGINEERING CONSULTANT
RFP15-109
CONSULTING SERVICES FOR INTEGRATION OF UNDERGROUND UTILITIES WITH
PAVEMENT MANAGEMENT SYSTEM**

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Commissioner of Public Works and the Director of Capital Delivery and Asset Management, dated September 8, 2015:

Recommendation

The Commissioner of Public Works and the Director of Capital Delivery and Asset Management, in consultation with Director of Financial Planning & Analytics and the Director of Purchasing recommend:

1. That RFP15-106 to provide consulting services for the integration of underground utilities with the City's Pavement Management System be awarded to AECOM Canada Ltd. in the amount of \$181,330.00, plus applicable taxes;
2. That a contingency allowance in the amount of \$18,000.00, plus applicable taxes be approved within which the Commissioner of Public Works, or his designate is authorized to approve amendments to this contract;
3. That the amounts identified in the above recommendations, including all contingency allowances, applicable taxes and administration recovery be funded from Capital Projects EN-1778-10 Water/Sewer Management System and EN-1671-17 Cross Asset Optimization and the following budget amendment resulting in an overall increase of \$26,647.14 be approved:
 - a. Transfer of \$3,721.99 from Water Reserve to Capital Project EN-1778-10
 - b. Transfer of \$3,721.99 from Sewer Reserve to Capital Project EN-1778-10
 - c. Transfer of \$19,203.16 from Roads Reserve to Capital Project EN-1671-07;
4. 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 RFP15-109 Consulting Services For Integration Of Underground Utilities With Pavement Management System be deemed as sufficient notice pursuant to Section 2(1)(c) of By-Law 394-2002; and
5. 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 risks of asset failures are reduced and system reliability improved, providing optimal service to citizens. The proposed project supports the City's Corporate Asset Management Strategy by providing a tool for explicit asset renewal judgements, assumptions, interpretations, and uncertainties in data with an adaptive system that enables continuous feedback for decision-making affecting the City's linear infrastructure.

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Economic Impact

The total project cost of \$208,923.35 is available within Capital Projects EN-1778-10 and EN-1671-07 with the recommended budget amendment (Transfer of \$3,721.99, \$3,721.99 and \$19,203.16 from Water, Sewer and Roads Reserve respectively). Capital Projects EN-1671-07 and EN-1778-10 were approved in 2007 and 2010 respectively. As the overall size of the City's infrastructure network has increased since these budgets were first approved, this has largely contributed to the increased proposal costs. As such, a total budget increase of \$26,647.14 is requested to complete the assignment.

Communication Plan

Not Applicable.

Purpose

To obtain approval to retain AECOM Canada Ltd. for consulting services identified in RFP15-109 for Integration of Underground Utilities with Pavement Management System.

Background – Analysis and Options

Expanding the use of the existing Pavement Management System, dTIMS, to include underground infrastructure is consistent with the approved IT Strategy

In 2004, Council approved an investment into a Pavement Management System to determine the maintenance, rehabilitation and replacement needs of the City's road network. The dTIMS system was selected as the technology solution to provide City Staff with necessary tools to do so. This system can be expanded to include underground infrastructure, such as watermain, sanitary and storm sewers. Leveraging the existing dTIMS technology solution provides a cost-effective solution to provide additional infrastructure management needs that is also consistent with the recently approved IT strategy.

The scope of work for this assignment includes the management of interconnected systems of infrastructure assets within the municipal right-of-way including roadways, bridges, water distribution system, sanitary collection system and stormwater sewers. Also included in this assignment are logic models for the optimization of renewal decisions that are consistent with the City's Asset Management Strategy. Required activities/projects will be coordinated to lower overall lifecycle costs, while minimizing disruptions to citizens, and ensuring that appropriate service levels are provided by the City's infrastructure. As a result, competing capital projects within the municipal right-of-way will be integrated across divisions, departments and program areas.

On July 7, 2015, a single proposal was received for professional engineering services to undertake this assignment

A Request for Proposal for the Consulting Services for the integration of utility assets with the City's existing pavement management system was advertised on the City Page, Bidding and Ontario Public Buyers Association (OPBA) website on June 22, 2015. In response to the RFP, seven (7) RFP packages were taken. Upon closing on July 7, 2015, one (1) proposal submission was received.

An evaluation meeting was held on July 22, 2015, with the review committee, comprising of representatives from Capital Delivery and Asset Management and facilitated by Purchasing Services.

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

- 20 points available for understanding of assignment 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 proposed fees.

Based on the evaluation of the proposal submitted, assignment of the work to AECOM Canada Ltd. is recommended

Through the formal evaluation process, it was determined that AECOM Canada Ltd. exceeded the minimum technical requirements outlined within the Terms of Reference. Based on the evaluation, it is recommended that the proposal from AECOM Canada Ltd. be accepted and that an Engineering Agreement be executed. AECOM Canada Ltd. has completed similar projects in the past and is deemed qualified to undertake this assignment.

In accordance with the Contingency Matrix (identified in Appendix 1 of the Capital Project Financial Administration and Reporting Policy), a contingency allowance of 10% has been identified as an appropriate amount to address any unforeseen work in completing the scope of this project.

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

TABLE 1: ESTIMATED CONSTRUCTION COSTS			
	EN-1778-10 Water Sewer Management System \$	EN-1671-07 Cross Asset Optimization \$	Total \$
Bid Price (Excluding H.S.T.)	73,505.00	107,825.00	181,330.00
Contingency Allowance (Approx. 10%)	7,300.00	10,700.00	18,000.00
Sub-Total	80,805.00	118,525.00	199,330.00
H.S.T. (1.76%) Not Recoverable	1,422.17	2,086.04	3,508.21
Total	82,227.17	120,611.04	202,838.21
Administration Recovery (3%)	2,466.82	3,618.33	6,085.15
Net Total Cost	84,693.98	124,229.37	208,923.36
ROUNDED	84,700.00	124,300.00	209,000.00

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TABLE 2: PROJECT FUNDING POSITION SUMMARY			
	EN-1778-10 Water Sewer Management System \$	EN-1671-07 Cross Asset Optimization \$	Total \$
Approved Budget	77,250.00	155,000.00	232,250.00
Expenses to date	0.00	(49,973.79)	(49,973.79)
Current Funds Remaining	77,250.00	105,026.21	182,276.21
Net Total Cost	(84,693.98)	(124,229.37)	(208,923.35)
Amount Exceeding Capital Project Budget	(7,443.98)	(19,203.16)	(26,647.14)
Transfer from Water Reserve	3,721.99		3,721.99
Transfer from Sewer Reserve	3,721.99		3,721.99
Transfer from Roads Reserve		19,203.16	19,203.16
Balance Remaining	0.00	0.00	0.00

Relationship to Vaughan Vision 20/20 Strategic Plan

In consideration of the strategic priorities related to Vaughan Vision 2020, the recommendations of this report will assist in maintaining assets and infrastructure; priorities previously set by Council. The overall asset management process will take into account the City's objectives and strategic initiatives, such as Vaughan Vision 2020, Green Directions Vaughan and Vaughan's Financial Master Plan, and determines how these rely on infrastructure, and then develops an investment plan to provide the supporting infrastructure services at the lowest lifecycle cost.

Regional Implications

Not Applicable.

Conclusion

Staff recommends that this assignment be awarded to AECOM Canada Ltd. in the amount of \$181,330.00, plus applicable taxes.

Attachments

Not Applicable

Report prepared by:

Michael Wright, Asset Management Specialist, ext. 8499
Vince Musacchio, Manager of Infrastructure Programming, ext. 8311

BUDGET AMENDMENT AND SELECTION OF ENGINEERING CONSULTANT**RFP15-109****CONSULTING SERVICES FOR INTEGRATION OF UNDERGROUND UTILITIES WITH PAVEMENT MANAGEMENT SYSTEM****Recommendation**

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Vince Musacchio, Manager of Infrastructure Programming, ext. 8311

Respectfully submitted,

Paul Jankowski
Commissioner of Public Works

Jack Graziosi
Director of Capital Delivery and Asset Management