



City of
Peterborough

To: **Members of the Committee of the Whole**

From: **W.H. Jackson, Director of Utility Services**

Meeting Date: **September 21, 2015**

Subject: **Report USDIR15-004
Award of RFP P-14-15 for Detailed Design and Contract
Administration for the Jackson Creek Flood Diversion Sewer,
Sanitary Sewer Upgrade and Townsend Street/Bethune Street
Reconstruction**

Purpose

A report to award Request for Proposals (RFP) P-14-15 for Detailed Design and Contract Administration for the Jackson Creek Flood Diversion Sewer, Sanitary Sewer Upgrade and Townsend Street/Bethune Street Reconstruction.

Recommendations

That Council approve the recommendations outlined in Report USDIR15-004 dated September 21, 2015, of the Director of Utility Services, as follows:

- a) That RFP document P-14-15 for Detailed Design and Contract Administration for the Jackson Creek Flood Diversion, Sewer, Sanitary Sewer Upgrade and Townsend Street/Bethune Street Reconstruction be awarded to AECOM, 300 Water Street, Whitby Ontario, L1N 9J2 at a cost of \$3,234,360 plus HST of \$420,466.80 for a total cost of \$3,654,826.80; and
- b) That a contingency fund of \$200,000 be authorized to the consulting assignment and the Director of Utility Services be authorized to adjust the purchase order value to an upset limit of \$3,854,826.80, if required.

Budget and Financial Implications

The total costs (net of HST rebate) for this consulting assignment are shown in the following Table 1.

Table 1: Project Costs

Line	Description	Amount
1	RFP P-14-15	\$3,234,360.00
2	HST Payable by the City	\$59,624.74
3	Incidental Project Costs (Notices, meeting venues, etc.)	\$45,000.00
4	Contingency Amount	\$200,000.00
5	Total estimated cost for the consulting assignment (net of the HST rebate)	\$3,538,984.74

The total net \$3,538,984.74 requirement, after applicable HST rebates for the Detailed Design and Contract Administration for the Jackson Creek Flood Diversion Sewer, Sanitary Sewer Upgrade and Townsend Street/Bethune Street Reconstruction can be accommodated within the approved \$10,787,000 City allocation within the 2015 Capital Budget Projects 5-2.04 and 7-1.03

The City has been successful in its application for small community infrastructure funding which will cover nearly two-thirds of the consulting costs for this project.

Project deliverables include a streetscape design for Charlotte Street from Aylmer Street to Park Street and therefore, a portion of the project costs may be funded from the Charlotte Street Renewal and Louis Street Urban Park Project (2015 Capital Budget Reference 7-1.03) if necessary.

Background

Brief Description of the Work

The Jackson Creek Flood Reduction Master Plan (JCFRMP), approved by Council on April 12, 2010 identified the Jackson Creek Diversion project as the highest priority project for flood reduction in the Jackson Creek watershed. The Master Plan was completed following the Master Planning process in the Municipal Class Environmental Assessment (MCEA) document, which fulfilled the requirements of Phases 1 and 2 of the MCEA process.

The Jackson Creek Diversion project was identified as a Schedule 'C' project under the requirements of the MCEA document. This meant that Phases 3 and 4 of the MCEA process still had to be fulfilled. At its meeting of October 22, 2012 Council endorsed the Schedule C Class Environmental Assessment. Approval of the Class EA study was obtained following the final public review of the study in February 2014.

The Jackson Creek Flood Diversion sewer will intercept high flows in Jackson Creek north of Bethune Street, follow the Bethune Street right-of-way to the Townsend Street right-of-way where the sewer will outlet into the Otonabee River at the existing outlet of Jackson Creek at the Townsend Street and George Street intersection.

The JCFRMP determined that it would not be feasible to prevent flooding of Jackson Creek during a 'Regional' storm event. During such an event, flows in Jackson Creek through the downtown area were predicted to exceed $80\text{m}^3/\text{sec}$, whereas Jackson Creek currently only has capacity to convey 15 to $20\text{m}^3/\text{sec}$ through the most constrained reaches downtown. It is not feasible to design a diversion sewer capable of conveying flows of the magnitude necessary to protect against the Regional storm event. Consequently the JCFRMP recommended the 100 year storm event as the minimum level of flood protection, but that the diversion be designed to provide the maximum level of protection feasible.

Given the scope of this reconstruction project, most of Bethune Street and a portion of Townsend Street will be completely rebuilt. Accordingly, it is advantageous at this time to also incorporate upgrades to the Bethune Street Trunk Sanitary Sewer to support growth in the north end. At the same time, it is appropriate to assess and plan for a revitalization of the Bethune Street corridor to reflect the intention of the official plan and cycling infrastructure recommended in the City's Comprehensive Transportation Plan.

The diversion sewer will also cross Charlotte Street in a location identified for renewal in the City's Capital Budget, Reference Project 7-1.03. As such, the RFP included consulting services to develop and design an appropriate streetscape on Charlotte Street from Aylmer Street to Park Street, to compliment the future Urban Park at Louis Street.

RFP Details, Closing, Prepared by, Reviewed by

The RFP was issued on July 24, 2015 and closed on August 20, 2015. The RFP was prepared by staff. In response to the RFP, five proposals were received which were evaluated by the Senior Project Manager; Planner – Urban Design; Manager, Infrastructure Planning; Manager, Design and Construction; and Manager, Transportation.

RFP Statement

This solicitation process was an RFP where a number of criteria were used to evaluate submissions. The criteria and their relative weighting were clearly set out in the RFP document. Part 6.5.3 (i) of the City's Purchasing By-law 14-127 states that "as price is only one of the criteria evaluated, the award report will show the rating summary for each proponent and the total points.

This RFP process required financial information be submitted in a separate, sealed envelope. Only proponents whose score on the technical aspects of the proposal exceeded the benchmark score (75% in this case) would have their pricing component evaluated. A two envelope system such as this is common in government procurement, particularly for projects of this complexity. Three of five proposals exceeded the technical benchmark score and had their pricing component evaluated.

RFP Evaluation Chart

Chart 1 below provides a summary of the RFP results.

Chart 1 - Bidder Submission Evaluation Chart

RFP P-14-15 Detailed Design and Contract Administration for the Jackson Creek Flood Diversion Sewer, Sanitary Sewer Upgrade and Townsend Street/Bethune Street Reconstruction.

Evaluation Criteria	Maximum Score	AECOM	CIMA+	Cole Engineering	MMM	MTE
Project Understanding and Approach	30	25	21	20	23	22
Methodology and Work Plan	25	21	17	15	18	17
Schedule	15	12	9	9	11	12
Similar Work Experience	30	25	19	17	22	22
Project Manager	20	17	15	11	14	17
Project Team	40	32	30	25	33	31
Technical Score	160	132	111	97	121	121
Fees	40	34	N/A	N/A	36	40
Rating Total	100	166			157	161
Ranking		1			3	2

Recommended Bidder

On the basis of the evaluation criteria, AECOM is the recommended proponent. AECOM is familiar with the City and its processes as they have recently completed a number of Environmental Assessments and preliminary designs. AECOM has committed significant resources to ensure project timelines are met and they have demonstrated relevant experience meeting restrictive deadlines that often accompany Provincial and Federal funding of projects. The project team AECOM has assembled has extensive knowledge and experience of similarly complex projects which will ultimately ensure this undertaking is successful.

Council Approval Required

Section 8.2.1 of the Purchasing By-law 14-127 requires Council to approve an award where the expenditure is greater than \$100,000 and it is not a Request for Tenders awarded to the lowest.

Timelines

If the recommendation is approved, an agreement will be prepared and is to be signed by the CAO and Clerk, under their delegated authority to do so before the work commences.

Work on the project is expected to commence in October 2015, with construction tendering anticipated in the first half of 2017. Public notices, meetings and open houses will be held throughout the project to ensure the project reflects the community interests. A presentation to Council seeking endorsement of the recommended design, including streetscape planning is anticipated in the spring of 2016.

Staffing

This project is a complex undertaking, estimated to cost around \$24-million. Funding contributions from the Provincial and Federal governments come with tight deadlines and require detailed cost tracking which absolutely must be met. The breadth of the construction works, and the multiple engineering and planning disciplines required will necessitate constant project oversight and coordination on the part of the City through the planning, design and construction phases of the project. It will be critical to ensure all departments and stakeholder groups have opportunity to participate through the planning and design of the diversion and associated reconstruction projects, as well as the streetscape planning for Charlotte Street. It will be equally critical to ensure staff, Council and the public is aware of the project progress through construction.

It is envisioned that the project will require one full-time staff person on a 5-year contract position to manage the project through the planning, design and construction phases.

The approved Capital Budget for the Jackson Creek Diversion and Bethune Street Reconstruction has accommodated this staff position in the project estimates.

By-law Number 15-038, being a By-law to identify the responsibilities of the Chief Administrative Officer, provides in Section 2. Paragraph k, provides authority to the CAO to approve an increase in staffing levels if it can be accommodated within the City's overall approved budget.

Summary

RFP P-14-15 for the Detailed Design and Contract Administration for the Jackson Creek Flood Diversion Sewer, Sanitary Sewer Upgrade and Townsend Street/Bethune Street Reconstruction has been issued in accordance with the City's Purchasing By-law 14-127 and can be awarded within approved budgets as recommended in this report.

Submitted by,

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