



City of
Peterborough

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

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

Meeting Date: **February 16, 2016**

Subject: **Report USDIR16-001
Award of RFP P-16-15 for Webber and Rye Urbanization and
Harper Creek North Reach Class Environmental Assessment**

Purpose

A report to award Request for Proposals (RFP) P-16-15 for Webber and Rye Urbanization and Harper Creek North Reach Class Environmental Assessment.

Recommendation

That Council approve the recommendation outlined in Report USDIR16-001 dated February 16, 2016, of the Director of Utility Services, as follows:

That RFP document P-16-15 for the Webber Avenue and Rye Street Urbanization and Harper Creek North Reach Class Environmental Assessment be awarded to D.M. Wills Associates Limited, 150 Jameson Drive, Peterborough, Ontario, K9J 0B9 at a total cost of \$270,631.00 plus HST of \$35,182.03 for a total of \$305,813.03

Budget and Financial Implications

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

Table 1: Project Costs

Line	Description	Amount
1	P-16-15 Cost (including Contingency amount and provisional items)	\$270,631.00
2	HST Payable by the City	\$ 4,765.00
3	Incidental Project Costs (meeting venues, notices, staffing costs)	\$ 21,500.00
4	Project Management Costs	\$ 14,000.00
5	Total Costs	\$310,896.00

The total net \$311,000.00 requirement, after applicable HST rebates for the Webber Avenue and Rye Street Urbanization and Harper Creek North Reach Class Environmental Assessment can be accommodated within the approved \$500,000.00 allocation within the 2016 Capital Budget Project 5-3.02.

Background

Brief Description of the Work

This Project is intended to result in a thorough assessment of existing and future conditions, needs, options and recommendations for the existing roadways, as well as for the natural and cultural heritage features found in the study area. The Project will involve considerable public and agency consultation and will satisfy any Environmental Assessment requirements; Provincial and Federal; to support roadway reconstruction, potential provision of pedestrian and cycling facilities, streetscaping, stormwater management, utility works, as well as any works impacting the north reach of Harper Creek.

The Harper Creek Management Plan prepared by the Otonabee Region Conservation Authority in 2013 identified a number of concerns with the Harper Creek North Reach, which runs parallel to Rye Street before passing under Rye Street to its outlet to Byersville Creek. These concerns include reduced vegetation and cover, sedimentation, erosion, failing culvert and a barrier to fish passage at the outlet to Byersville Creek. As the potential road works in the area would be adjacent this Creek, a primary focus of the Project will be to consider the concerns identified above and assess the future of the north reach of Harper Creek and consider ways for the long-term protection of this important ecosystem.

The Study will assess road and transportation conditions from the northerly limit of the proposed realigned Harper Road, north past the intersections of Webber Avenue and Lansdowne Street and Rye Street and Lansdowne Street. The operation of the existing Webber Avenue/Lansdowne Street intersection is to be assessed, considering the future demands on the intersection, and any proposed improvements will be incorporated into the Study recommendations. The Study will also consider the need, and potential opportunities, to realign the intersection of Harper Road and Rye Street.

Funding for this project was first obtained in the 2015 Capital budget, with an increase approved in 2016.

RFP Details, Closing, Prepared By, Reviewed By

The RFP was issued on November 4, 2015 and closed on November 26, 2015. The RFP was prepared by staff. In response to the RFP, three proposals were received which were evaluated by the Senior Project Manager; Manager, Engineering and Construction; Manager, Public Works; and Otonabee Region Conservation Staff.

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. The award report will disclose the price of the recommended Supplier but not the price submitted by other proponents."

RFP Evaluation Chart

Chart 1 below provides a summary of the RFP results.

Chart 1 - Bidder Submission Evaluation Chart
RFP P-16-15 Webber and Rye Urbanization and Harper Creek EA

Evaluation Criteria	Maximum	BT Engineering	D.M. Wills	WSP Canada Inc.
Understanding	10	7	9	8
Approach and Methodology	30	23	24	22
Work Plan	30	25	24	23
Schedule	10	8	9	8
Similar Experience	10	9	8	8
Project Manager and Experience	30	27	24	23
Project Team and Experience	30	26	25	23
Subtotal – Technical	150	125	123	115
Price	50	34	50	42
TOTAL SCORE	200	159	173	157

Recommended Bidder

On the basis of the evaluation criteria, D.M. Wills Ltd. is the recommended proponent. They are familiar with the study area and City processes as they have recently

completed the Lansdowne Street West Environmental Assessment. D.M. Wills has included in their project team significant effort on the part of well known fisheries biologists, evidence that they understand the significant and high level of effort required to satisfy requirements for the Natural Environment components of the study.

Council Approval Required

Section 8(2)(1) of Purchasing By-law 14-127 requires that Council must approve an award where the expenditure is greater than \$100,000 and the award is not a Request for Tenders awarded to the lowest bidder. RFP P-16-15 for Webber Avenue and Rye Street Urbanization and Harper Creek North Reach Class Environmental Assessment meets this requirement and must be approved by Council.

Timelines

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

The Consultant will commence the work shortly after award approval and execution of the Consulting Agreement. The study is expected to be completed in the spring of 2017. As this is an environmental assessment process, involving public consultation, notices will be issued inviting the public and interested stakeholders to participate in the process.

Summary

RFP P-16-15 for the Webber Avenue and Rye Street Urbanization and Harper Creek North Reach Class Environmental Assessment 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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Director Utility Services

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