



City of
Peterborough

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

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

Meeting Date: **October 17, 2016**

Subject: **Report USDIR16-010
Award of RFP P-28-16 for North End – Trent University Area
Transportation and Wastewater Management Class
Environmental Assessment**

Purpose

A report to award Request for Proposals (RFP) P-28-16 North End – Trent University Area Transportation and Wastewater Management Class Environmental Assessment.

Recommendations

That Council approve the recommendations outlined in Report USDIR16-010 dated October 17, 2016, of the Director of Utility Services, as follows:

- a) That RFP document P-28-16 for the North End – Trent University Area Transportation and Wastewater Management Class Environmental Assessment be awarded to AECOM, 300 Water Street, Whitby, Ontario, L1N 9J2 at a total cost of \$1,100,000 plus HST of \$143,000 for a total of \$1,124,300; and
- b) That a contingency fund of \$150,000 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 \$1,274,000, if required.

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-28-16 Cost (including provisional items)	\$1,100,000
2	HST Payable by the City	\$ 19,360
3	Incidental Project Costs (meeting venues, notices, equipment and material costs)	\$ 40,000
4	Project Management Costs	\$ 70,000
5	Contingency Amount	\$ 150,000
6	Total Costs	\$1,379,360

The total net \$1,379,360.00 requirement, after applicable HST rebates for the Trent University Area Transportation and Wastewater Management Class Environmental Assessment can be accommodated within the approved \$1,500,000 allocation within the 2016 Capital Budget Projects 5-2.05, 5-4.02 and 5-4.03.

Background

Brief Description of the Work

This Project is intended to result in a thorough assessment of current and future needs for transportation, stormwater management and sanitary sewer infrastructure needs for the lands surrounding Trent University, including the future arena site and future Trent Research and Innovation Park. The City's Transportation Master Plan (the "TMP") details the eventual widening of the Nassau Mills Road bridges over the Otonabee River and the Trent Severn Waterway. The Auburn North Secondary Plan also identifies the need to realign Armour Road north of Cunningham Boulevard to support new development.

Currently, an ongoing operational problem exists through the Nassau Mills Road corridor from Water Street past Pioneer Road. While causes of this congestion vary, new development in the area along with implementation the new Arena complex and Trent Research and Innovation Park are anticipated to contribute to the traffic challenges in the area.

Within the proposed study area there are a number of challenges related to stormwater and sanitary waste infrastructure. Any new or reconstructed transportation facilities will likely require an improved stormwater management program, primarily due the proximity of the City's drinking water intake. This same requirement will also likely effect new development in the Auburn North Planning Area. As well, a comprehensive servicing plan has not been established that support new growth or developments in the planning area.

This project will develop a plan for short and long-term transportation improvements necessary to address existing challenges as well as support new development. This project will also result in a comprehensive plan for stormwater and sanitary waste management.

RFP Details, Closing, Prepared By, Reviewed By

The RFP was issued on July 21, 2016 and closed on August 25, 2016. The RFP was prepared by staff. In response to the RFP, six proposals were received which were evaluated by the Senior Project Manager; Manager, Infrastructure Planning; Manager, Transportation; and Planner, Subdivision Control.

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."

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

The evaluation committee is satisfied that the recommended proposal will satisfy the intent of the RFP.

RFP Evaluation Chart

Chart 1 provides a summary of the RFP results.

Chart 1 - Bidder Submission Evaluation Chart
P-28-16 North End – Trent University Area Transportation and Wastewater
Management Class EA

Evaluation Criteria	Max Score	BTE	Stantec	AECOM	Morrisson Hershfield	Cole Engineering	WSP Canada Inc.
Compliance with the RFP and Proposal Quality	10	6.5	7.0	7.0	6.5	7.5	5.8
Understanding and Approach	25	18.5	16.3	19.5	18.5	15.8	13.8
Methodology and Work Plan	25	18.0	17.0	19.0	17.5	16.5	13.5
Schedule	15	10.5	10.0	12.8	10.5	10.3	8.5
Project Manager	30	25.5	17.8	22.8	20.5	22.8	16.8
Project Team	25	17.0	17.3	19.5	17.3	18.0	16.3
Similar Experience	20	16.0	12.8	15.8	13.0	13.8	14.8
Subtotal – Technical	150	112.0	98.2	116.4	103.8	104.7	89.5
Price	50	50.00	N/A	50.00	N/A	N/A	N/A
TOTAL SCORE	200	162.0	N/A	166.40	N/A	N/A	N/A

Recommended Bidder

On the basis of the evaluation criteria, AECOM is the recommended proponent.

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-28-16 for North End – Trent University Area Transportation and Wastewater Management 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 2018. 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-28-16 for North End – Trent University Area Transportation and Wastewater Management 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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