



TOWN OF
HALTON HILLS
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REPORT

TO: Mayor Bonnette and Members of Council

FROM: Steven Ziegler, Senior Project Engineer

DATE: July 5, 2021

REPORT NO.: TPW-2021-0022

SUBJECT: Award of the Proposal P-046-21 - Town of Halton Hills
Stormwater Master Plan

RECOMMENDATION:

THAT report No. TPW-2021-0022 dated July 5, 2021 regarding "Award of the Proposal P-046-21 - Town of Halton Hills Stormwater Master Plan" be received;

AND FURTHER THAT Council approves the Town of Halton Hills Stormwater Master Plan contract award to AECOM Canada Ltd., 105 Commerce Valley Drive West, 7th Floor, Markham, Ontario L3T 7W3 in the amount of \$528,867 (excluding HST);

AND FURTHER THAT the project budget for the Stormwater Master Plan 6200-22-1901 be adjusted by \$299,931 from \$259,855 to \$559,786 as outlined in Report TPW-2021-0022, and that this adjustment be financed by transferring the funding previously approved for the project 6200-20-1701 - Stormwater Facility Rehab Assessment Program;

AND FURTHER THAT the Senior Manager of Purchasing and Risk Management be authorized to issue a Purchase Order to AECOM Canada Ltd., 105 Commerce Valley Drive West, 7th Floor, Markham, Ontario L3T 7W3, in the amount of \$550,104 (excluding HST), for the purpose of Engineering Services associated with undertaking the Stormwater Master Plan;

AND FURTHER THAT Council authorizes the Mayor and Clerk to execute the necessary documents to enter into a Client/Engineer Agreement for Professional Consulting Services.

KEY POINTS:

The following are key points for consideration with respect to this report:

- The Town of Halton Hills recently completed the Stormwater Management Strategy (Wood, 2019) which recommended undertaking a Stormwater Management Master Plan.
- Staff are recommending to retain the consulting engineering firm AECOM to complete the Stormwater Management Master Plan.
- One of the Town of Halton Hills's strategic goals is to preserve and protect the natural and socioeconomic environment. This initiative requires that the necessary stormwater controls be applied to address both the quantity and quality of the water being conveyed to the stormwater management system.
- The Stormwater Management Master Plan will evaluate the existing stormwater management system and make recommendations to bring the Town's storm infrastructure up to date with current best management practices and to adequately prepare for the anticipated impacts of climate change.
- Scope of work from the Stormwater Facility Rehab Assessment Program (Project 6200-20-1701) has been incorporated into the Stormwater Master Plan project due to available synergies and cost efficiency. This program includes physical investigation, assessment, and recommendations for rehabilitation for existing stormwater management facilities.
- It is recommended that the project budget for 6200-22-1901 - Stormwater Master Plan be adjusted to \$559,786 from \$259,855 and the increased funding requirements be financed by transferring the funding previously approved for the project 6200-20-1701 - Stormwater Facility Rehab Assessment Program.

BACKGROUND AND DISCUSSION:

Project Background

Over time, there have been many changes and advances in the progression of stormwater management practices to address both minor and major drainage systems. The Town is seeking to complete a Stormwater Management Master Plan evaluating the existing stormwater management system and make recommendations to bring the Town's storm infrastructure up to date with current best management practices and to adequately prepare for the anticipated impacts of climate change.

In recent years, the techniques for designing storm sewer infrastructure have become more efficient with the use of hydraulic models, detailed historical site information, and precipitation data. There have also been an increasing number of locally extreme rainfall events with much higher intensities than those seen in the past, earlier snowmelt, and increased flood risks which pose challenges to the existing infrastructure.

The Stormwater Management Master Plan will include comprehensive hydrologic and hydraulic modelling of the existing minor and major systems, including base model of existing ground, and an assessment of areas that would benefit from drainage improvements.

Modelling results will be used to develop an improved phasing and priority plan for stormwater management initiatives. The Stormwater Management Master Plan will also include further assessment of vulnerable areas currently not serviced by storm sewers and consider alternatives including but not limited to re-ditching, infrastructure, Low Impact Development (LID) applications, and urbanization of road sections.

The Stormwater Facility Rehab Assessment Program (Project 6200-20-1701) includes physical investigation, assessment, and recommendations for rehabilitation for existing stormwater management facilities. Scope of work from this program has been incorporated into the Stormwater Master Plan project due to available synergies and cost efficiency. Therefore, it is recommended that the approved project budget for the Stormwater Facility Rehab Assessment Program (Project 6200-20-1701) be combined under the Stormwater Master Plan project (6200-22-1901).

Solicitation of Proposals for Engineering Services

A Request for Proposal (RFP) for the Stormwater Master Plan was issued on March 19, 2021. The bid was posted on the Town's website and advertised on the bidsandtenders.ca website. Seven (7) firms downloaded the document. The RFP closed on May 6, 2021 and five (5) submissions were received as follows:

Vendor	Location
AECOM Canada Ltd.	Markham, Ontario
Aquafor Beech Limited	Mississauga, Ontario
Civica Infrastructure Inc.	Vaughan, Ontario
Dillon Consulting Limited	Toronto, Ontario
Wood Canada Limited	Dartmouth, Nova Scotia

Bids were evaluated by a staff team based on experience, price, methodology, project approach and understanding, and work schedule. AECOM Canada Ltd. was determined to be the highest ranking proponent.

The assignment will commence in June, 2021 and is expected to last approximately two (2) years, finishing in Q2/Q3 2023.

STRATEGIC PLAN ALIGNMENT:

This report aligns to the Town's Strategic plan recognizing the value to achieve sustainable growth to ensure that growth is managed so as to ensure a balanced, sustainable, well planned community infrastructure and services to meet the needs of its residents and businesses.

This report also identifies climate change and the environment as one of the Town's Strategic priorities.

RELATIONSHIP TO CLIMATE CHANGE:

This report impacts and/or helps address climate change and the Town's resiliency through climate adaptation.

PUBLIC ENGAGEMENT:

Public Engagement will be required; consultation with Communications staff to follow.

INTERNAL CONSULTATION:

Staff from Engineering & Construction and Development Engineering evaluated the proposals submitted in response to the Request for Proposal document and are in agreement with the recommendation set out in this report. The Purchasing Analyst facilitated the process and the Senior Manager of Purchasing & Risk Management is in agreement with the award.

FINANCIAL IMPLICATIONS:

This report will be funded through existing approved budget sources.

Revised Project Budget

Based on the tender and the combining of the assessment work as noted, the project budget for 6200-22-1901 – Stormwater Master Plan will be adjusted as shown below:

6200-22-1901 Stormwater Master Plan

Revised budget:

Base Scope of Work (Master Plan & Assessment)	\$ 406,719
Provisional Items	\$ 122,148
Sub-Total	\$ 528,867
Contingency	\$ 21,237
Sub-Total	\$ 550,104
Non-Refundable HST	\$ 9,682
Total	\$ 559,786

As noted above, the project 6200-22-1901 - Stormwater Master Plan will require \$559,786 to complete, including the stormwater facility rehab assessment work. The inspection and assessment of existing stormwater facilities had originally been budgeted separately as part of the Facility Rehab Assessment Program (6200-20-1701). However, it has been determined that completion of these assessments as part of the Stormwater Master Plan work will improve cost efficiency and project synergies.

Accordingly, it is recommended that the project budget for 6200-22-1901 - Stormwater Master Plan be adjusted to \$559,786 from \$259,855 and the increased funding requirements be financed by transferring the funding previously approved for the project 6200-20-1701 as shown below.

6200-22-1901 Stormwater Master Plan	Total	DCs - General Govt	Capital Replacement Reserve	Strategic Planning Reserve	Canada Gas Tax
Original budget & funding (6200-22-1901)	\$ 259,855	\$ 89,831	\$ 9,855	\$ 160,169	\$ -
Transfer from 6200-20-1701 Stormwater Facility Rehab Assessment	299,931	-	9,931	-	290,000
Revised total (6200-22-1901)	\$ 559,786	\$ 89,831	\$ 19,786	\$ 160,169	\$ 290,000

Any unused Town funding remaining in the project will be returned to the corresponding Town reserve fund upon project completion and closure.

Reviewed and approved by,

A handwritten signature in dark ink, appearing to read "M. J. Leighton". The script is cursive and fluid.

Moya Jane Leighton, Director of Finance & Town Treasurer

A handwritten signature in dark ink, appearing to read "Simone Gourlay". The script is cursive and elegant.

Simone Gourlay, Senior Manager of Purchasing and Risk Management

A handwritten signature in dark ink, appearing to read "W. Andrews". The script is cursive and somewhat stylized.

Bill Andrews, Commissioner of Transportation and Public Works

A handwritten signature in dark ink, appearing to read "C. Mills". The script is cursive and bold.

Chris Mills, Acting Chief Administrative Officer