



TOWN OF
HALTON HILLS
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REPORT

TO: Mayor Bonnette and Members of Council

FROM: Michelle Mathies, Project Manager, Municipal Infrastructure

DATE: March 18, 2022

REPORT NO.: TPW-2022-0010

SUBJECT: Award of Proposal T-17-22 Structural Inspections (OSIM) and Inventory Update for Bridges and Culverts

RECOMMENDATION:

THAT Report No. TPW-2022-0010, dated March 18, 2022, regarding Award of Proposal T-17-22 Structural Inspections (OSIM) and Inventory Update for Bridges and Culverts, be received;

AND FURTHER THAT GHD Consulting Ltd., 455 Phillip St Waterloo, Ontario, N2L 3X2 address be awarded Award of Proposal T-17-22 Structural Inspections (OSIM) and Inventory Update for Bridges and Culverts, at a amount of \$72,321.38 (plus applicable taxes) for the 2022 inspection cycle and at a amount of \$78,401.43 (plus applicable taxes) for the 2024 inspection cycle;

AND FURTHER THAT Council authorizes the Mayor and Clerk to execute the necessary documents for this project.

KEY POINTS:

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

- Staff are recommending to retain the consulting engineering firm GHD Consulting Ltd. to complete the mandatory detailed inspection of Town bridges, culverts, and pedestrian bridges
- Detailed inspections will provide supporting information for the Capital Forecast and Core Asset Management Plan
- The detailed inspection shall include completion of Structural Inspections (OSIM) and Inventory Update for Bridges, Culverts and Pedestrian Bridges

- This report will be funded through existing approved budget sources for Town project 6200-22-0107 and 8500-11-0102 - P-017-22 Structural Inspections (OSIM) and Inventory Update for Bridges and Culverts
- The 2022 component of this contract will be funded through the existing approved budget for capital project 6200-22-0107 (Bridge Rehab Study Update) and 8500-11-0102 (Park Revitalization & Renewal), and the 2024 component from future budget provisions in the same projects when approved through the annual budget process.

BACKGROUND AND DISCUSSION:

The Provincial Government of Ontario mandates that the municipalities inspect their structures every two (2) years. The last inspection of the Town's infrastructure related structures was in 2020. The total number of structures to be inspected in 2022 is fifty-nine (59) bridges and sixty-seven (67) culverts; in 2024 the total number of structures to be inspected is sixty-one (61) bridges and sixty-seven (67) culverts.

In addition, four (4) pedestrian structures are scheduled for inspection in 2022 and fifteen (15) pedestrian structures are scheduled for inspection in 2024 for the Parks and Open Spaces department.

A Request for Proposal (RFP) for the Structural Inspections (OSIM) and Inventory Update for Bridges and Culverts was issued on February 15, 2022. The bid was advertised on the bidsandtenders.ca website. Seventeen (17) firms downloaded the document. The RFP closed on March 9, 2022 and nine (9) submissions were received as follows:

Vendor	Location
ART Engineering Inc	Carp, Ontario
Doug Dixon & Associates Inc.	Brampton, Ontario
FPrimeC Solutions Inc.	Oshawa, Ontario
Gannett Fleming Canada ULC	Toronto, Ontario
GHD Limited	Waterloo, Ontario
J.L. Richards & Associates Limited	Ottawa, Ontario
Remy Consulting Engineers Ltd.	Toronto, Ontario
Safe Roads Engineering	Stouffville, Ontario
SAFFA Engineering Inc	Markham, Ontario

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

The inspections are to be completed by October 17, 2022.

STRATEGIC PLAN ALIGNMENT:

This report aligns to the Town's Strategic plan recognizing the value to provide responsive, effective municipal government and strong leadership in the effective and efficient delivery of municipal services.

This report also identifies fiscal and corporate management as one of the Town's Strategic priorities.

RELATIONSHIP TO CLIMATE CHANGE:

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

PUBLIC ENGAGEMENT:

Public Engagement was not needed as this report is administrative in nature.

INTERNAL CONSULTATION:

Staff from Engineering & Construction and Parks & Open Spaces evaluated the proposals submitted in response to the Request for Proposal document and are in agreement with the recommendations outlined 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 an existing approved budget source.

As noted above, this periodic Structural Inspections (OSIM) and Inventory Update for Bridges and Culverts are mandated by the province. The table below outlines the capital budget approved in 2022 and the funding provision identified for 2024 in the capital forecast to facilitate this work.

Structure Type	2022	2024
6200-22-0107 Bridges, Culverts & provisional items	\$70,584.46	\$71,887.83
8500-11-0102 Pedestrian Bridges	1,736.92	6,513.60
Total	\$72,321.38	\$78,401.43
Non-Refundable HST	\$1,272.85	\$1,379.87
Total Incl. Non-Refundable HST	\$73,594.23	\$79,781.30

The 2022 component of the contract (\$73,594.23 after applicable taxes) will be funded through the approved capital projects 6200-22-0107 (Bridge Rehab Study Update) and 8500-11-0102 (Park Revitalization & Renewal). The 2024 component (\$79,781.30 after applicable taxes) will be financed from the same projects when the future funding provisions are approved through the annual budget process.

Reviewed and approved by,

Mike Donnelly, Director of Engineering and Construction

Bill Andrews, Commissioner of Transportation and Public Works

Chris Mills, Chief Administrative Officer