



TOWN OF
HALTON HILLS
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REPORT

TO: Mayor Bonnette and Members of Council

FROM: Michelle Mathies, Project Manager, Municipal Infrastructure

DATE: June 17, 2022

REPORT NO.: TPW-2022-0023

SUBJECT: RFP P-037-22 Rehabilitation of Bridge #4, Fifth Line North of Steeles Avenue

RECOMMENDATION:

THAT Report No. TPW-2022-0023, dated June 17, 2022, regarding Award of RFP P-037-22 Rehabilitation of Bridge #4, Fifth Line North of Steeles Avenue, be received;

AND FURTHER THAT Council approve the Design Services for Rehabilitation of Bridge #4, Fifth Line North of Steeles Avenue award to GHD Limited, 455 Phillip Street, Waterloo, Ontario, N2L 3X2, in the amount of \$162,789.58 (plus HST);

AND FURTHER THAT the Senior Manager of Purchasing and Risk Management be authorized to issue a Purchase Order to GHD Limited, 455 Phillip Street, Waterloo, Ontario, N2L 3X2, in the amount of \$162,789.58 (plus HST), for the Design Services for Rehabilitation of Bridge #4, Fifth Line North of Steeles Avenue Replacement;

AND FURTHER THAT Council approves the provisional award for Contract Administration and Inspection Services for the Rehabilitation of Bridge #4, Fifth Line North of Steeles Avenue to GHD Limited, 455 Phillip Street, Waterloo, Ontario, N2L 3X2, in the amount of \$184,814.04 (plus HST). At the discretion of the Town, the Town may, if it so chooses, exercise the provisional award at the time of the Construction Tender Award;

AND FURTHER THAT the Senior Manager of Purchasing and Risk Management be authorized to issue a Purchase Order to GHD Limited, 455 Phillip Street, Waterloo, Ontario, N2L 3X2, in the amount of \$184,814.04 (plus HST), for the purpose of provisional Contract Administration and Inspection Services for the Rehabilitation of Bridge #4, Fifth Line North of Steeles Avenue, if the Town decides to exercise this provisional item at the time of the Construction Tender Award;

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

AND FURTHER THAT the project budget for 6200-26-2201 (Rehabilitation of Bridge #4, Fifth Line North of Steeles Avenue) be increased by \$205,000 from \$150,000 to \$355,000 and that the additional funding requirement be financed as set out in report TPW-2022-0023.

KEY POINTS:

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

- Staff are recommending the award of RFP P-037-22 Rehabilitation of Bridge #4, Fifth Line North of Steeles Avenue to GHD Limited for design services as well as for provisional services for construction administration and inspection.
- Based on this proposal, the project budget 6200-26-2201 (Bridge #4, Fifth Line North of Steeles Avenue) will increase by \$205,000 from \$150,000 to \$355,000.
- The purchase order (PO) related to design services will be issued following council approval of this report.
- The PO for the provisional services (i.e. contract administration and inspection) will be issued only upon council approval of the construction phase of the project through the future budget process and upon staff confirmation of the service needs.

BACKGROUND AND DISCUSSION:

Through the 2020 Detailed Bridge Inspection it was recommended that Bridge #4, Fifth Line North of Steeles Avenue be scheduled for rehabilitation. As a result, staff issued RFP P-037-22 Rehabilitation of Bridge #4, Fifth Line North of Steeles Avenue for the design portion of the rehabilitation, with provisional costing to be provided for Contract Administration and Inspection Services.

Bridge #4, Fifth Line North of Steeles Avenue was built in 1960 and has had no rehabilitation to date. The design work will include evaluation of the existing structure, review and assessment of rehabilitation options, permit acquisition with relevant agencies, preparation of engineering drawings, cost estimates, and tender documents.

A Request for Proposal (RFP) for the Rehabilitation of Bridge #4, Fifth Line North of Steeles Avenue was issued on April 12, 2022. Bids were posted on the Town's website and advertised on the bids and tenders website. Twelve (12) firms downloaded the document. The RFP closed on May 6, 2022 and four (4) submissions were received as follows:

Contractor	Location
ART Engineering Inc	Carp, Ontario
GHD Limited	Waterloo, Ontario
GM BluePlan Engineering Limited	Guelph, Ontario
J.L. Richards & Associates Limited	Ottawa, Ontario

Staff are recommending that GHD Limited be awarded for design services for project 6200-26-2201 (Bridge #4, Fifth Line North of Steeles Avenue) at a cost of \$165,655 (including applicable taxes).

The construction phase of the project, including contract administration and inspection work, is currently identified for 2024 in the capital forecast. However, in order to facilitate enhanced continuity and effective project management through the life of the project, it is recommended that the contract administration and inspection services (i.e. the provisional component of RFP) also be awarded at a cost of \$188,067 (including applicable taxes) as part of this proposal.

It should be noted that the contract administration and inspection component of the award will be activated and the related purchase order issued only upon council approval of the construction phase of the project through the future budget process and staff's confirmation to utilize that portion of the service. In addition, the project budget identified for construction in 2024 will be adjusted through the 2023 budget process in order to reflect the provisional work included in this report.

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 transportation 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 worked in conjunction with the Town Purchasing staff in the preparation of this report.

The Senior Manager of Purchasing and Risk Management and the Town Treasurer & Director of Finance were consulted on this report.

The Director of Transportation is aware of the project.

The Director of Engineering and Construction is aware of the project.

FINANCIAL IMPLICATIONS:

As shown below, the 2022 capital budget approved \$150,000 for design work for 6200-26-2201 (Bridge #4, Fifth Line North of Steeles Avenue). This project budget has been revised for \$355,000 based on the RFP proposal discussed above. This results in an additional funding requirement of \$205,000, which will be fully financed by Canada Community Building Fund (formerly known as federal Gas Tax).

	Financing		
	Budget	Capital Replacement Reserve	Canada Community Building Fund (CCBF)
Existing project budget			
2022 Budget	150,000	15,000	135,000
Total	\$ 150,000	\$ 15,000	\$ 135,000
Revised Project Budget per TPW-2022-0023			
Design & Engineering (P.O. Award - GHD Ltd.)	\$ 165,655		
Provisional Contract Admin & Inspection (GHD Ltd)	188,067		
Other costs	1,279		
Total & Revised Financing	\$ 355,000	\$ 15,000	\$ 340,000
Transfer (to)/from Reserves & Grants	\$ 205,000	\$ -	\$ 205,000

Following council approval of this report, a purchase order related to design services (\$165,655) will be issued. A purchase order for contract administration and inspection services (\$188,067) will be issued only upon council approval of the construction phase of the project through the future budget process and upon staff confirmation of the service needs.

Reviewed and approved by,

Mike Donnelly, Director of Engineering and Construction

Bill Andrews, Commissioner of Transportation and Public Works

Chris Mills, Chief Administrative Officer