

REPORT

REPORT TO: Chair and Members of the Planning, Public Works and Transportation Committee

REPORT FROM: Aaron Brown, Project Manager, Municipal Infrastructure

DATE: April, 18, 2018

REPORT NO.: TPW-2018-0020

RE: Award of Engineering Services for the Design of Armstrong Avenue Phase 2

RECOMMENDATION:

THAT Report No. TPW-2018-0020, dated April 18, 2018, regarding the Award of Engineering Services for the Design of Armstrong Avenue Phase 2, be received;

AND FURTHER THAT Council approves the Engineering Services for the Design of the Armstrong Avenue Phase 2 contract award to R. V. Anderson Associates Ltd., 2001 Sheppard Avenue East, Suite 300, Toronto, ON, M2J 4Z8, in the amount of \$203,525.00 (plus HST);

AND FURTHER THAT staff be authorized to transfer \$96,500 of unused Capital Replacement Reserve funds from the Armstrong Avenue Reconstruction Phase 1 project to the Armstrong Avenue Reconstruction Phase 2 project;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order to R. V. Anderson Associates Ltd., 2001 Sheppard Avenue East, Suite 300, Toronto, ON, M2J 4Z8, in the amount of \$94,725.00 (plus HST), for the design portion only of Armstrong Avenue Phase 2;

AND FURTHER THAT remaining funding required for the Armstrong Avenue Reconstruction Phase 2 project be referred to Budget Committee;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order to R. V. Anderson Associates Ltd., 2001 Sheppard Avenue East, Suite 300, Toronto, ON, M2J 4Z8 in the amount of \$108,800.00 (plus HST) for the contract administration and inspection services for the Armstrong Avenue Phase 2 Reconstruction project, should funding be approved as part of the 2019 Budget Committee deliberations;

BACKGROUND:

In the 2017 Capital Budget, Council approved the Armstrong Avenue Phase 1 project. In order to complete the engineering design of Armstrong Avenue Phase 2 in time for a 2019 construction date, the need arose to hire the expertise of a qualified Engineering Consulting Firm. The firm will be required to complete the engineering design for the Armstrong Avenue Phase 2 Reconstruction project comprising of all engineering design related issues, including storm water management, pavement design, as well as, acquiring all necessary permit approvals for Credit Valley Conservation (CVC) and the Ministry of Environment and Climate Change (MOECC).

COMMENTS:

A Request for Proposal (RFP) P-092-18 for Engineering Services was issued on April 10, 2018. The bid was posted on the Town's website and advertised on the bidsandtenders.ca website.

Fifteen (15) firms downloaded the document. The RFP closed on May 1, 2018 and seven (7) bid submissions were received as follows:

Vendor	Location
Chisholm Fleming & Associates	Markham, ON
Cole Engineering Group Ltd.	Markham, ON
exp Services Inc.	Cambridge, ON
GM Blueplan Engineering Limited	Cambridge, ON
IBI Group Professional Services (Canada) Inc.	Toronto, ON
MTE Consultants Inc.	Kitchener, ON
R. V. Anderson Associates Limited	Toronto, ON

The bids were evaluated by a staff team based on experience, methodology and price. R. V. Anderson Associates Ltd. was determined to be the highest ranking proponent.

R. V. Anderson Associates Ltd. is a Canadian provider of professional, technical and management support services. Their Niagara office will be supporting this proposal.

RELATIONSHIP TO STRATEGIC PLAN:

The following objectives within the Town's Strategic Plan are directly related to the Armstrong Avenue Phase 2 Reconstruction project:

- C.9 To promote the establishment of more viable live/work relationships to reduce commuting.
- H.1 To provide infrastructure and services that meets the needs of our community in an efficient, effective and environmentally sustainable manner.

FINANCIAL IMPACT:

Armstrong Avenue Phase 2 Reconstruction – Engineering

The engineering design and contract administration fee breakdown is as follows:

Part 1 Engineering Design Services	\$ 94,725.00
Part 2 Contract Administration and Inspection Services	<u>\$ 108,800.00</u>
Sub Total	\$ 203,525.00

There is \$832,156 remaining in the Capital Budget for Armstrong Avenue Phase 1 and staff are requesting that a portion of these remaining monies be used for the Engineering Design Services portion of Armstrong Avenue Phase 2. The monies required for the Contract Administration and Inspection Services will be requested as part of the 2019 Capital Budget for the reconstruction of Armstrong Avenue Phase 2.

CONSULTATION:

Staff consulted with the Manager of Purchasing and the Manager of Accounting in the preparation of this report. They are in agreement with the recommendations.

PUBLIC ENGAGEMENT:

Through the design phase, key stakeholder groups will be engaged to ensure a comprehensive design. These stakeholders include the Active Transportation Committee, Bell Canada, Halton Hills Hydro, Union Gas, as well as, all local businesses and residents. Engagement will include the CVC and the MOECC. A Public Information Centre will be held to inform residents of the Town's proposed construction plans.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report (advances, does not advance, is not applicable to) the Strategy's implementation.

This report supports the (choose one or more) pillar(s) of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is (Good, Excellent). *If paragraph 2 is not applicable then remove this paragraph.*

COMMUNICATIONS:

The engineering consultant, R. V. Anderson Associates Ltd. will be notified upon Council's approval.

The key stakeholders, businesses and residents will be contacted regarding the Public Information Centre.

CONCLUSION:

The proposal document submitted by R. V. Anderson Associates Ltd. is the highest ranking proposal. Staff recommends the Manager of Purchasing issue a purchase order to R. V. Anderson Associates Ltd. in the amount of \$94,725 (plus HST) for professional engineering design services for the Armstrong Avenue Phase 2 Reconstruction project and an additional purchase order, subject to 2019 budget approval in the amount of \$108,800 plus HST for the contract administration portion of the project

Reviewed and Approved by:

A handwritten signature in black ink, appearing to read 'PS' or 'Dick Spear'.

Dick Spear, Superintendent of Public Works

A handwritten signature in black ink, appearing to read 'C. Mills'.

Chris Mills, Commissioner of Transportation and Public Works

A handwritten signature in black ink, appearing to read 'Brent Marshall'.

Brent Marshall, CAO