



REPORT

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

REPORT FROM: Rob Stribbell, Transportation Planner

DATE: February 5, 2019

REPORT NO.: TPW-2019-0003

RE: Award for RFP P-049-18 for the Eighth Line Class Environmental Assessment

RECOMMENDATION:

THAT Report TPW-2019-0003, dated February 5, 2019, regarding the Award for RFP-049-18 for the Eighth Line Class Environmental Assessment, be received;

AND FURTHER THAT Council approves the Eighth Line Environmental Assessment contract award to R.J. Burnside and Associates Limited, 15 Townline, Orangeville, ON, L9W 3R4 in the amount of \$499,322.50 plus HST;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order to R.J. Burnside and Associates Limited, 15 Townline, Orangeville, ON, L9W 3R4 in the amount of \$499,322.50 plus HST.

BACKGROUND:

In the 2018 Capital Budget, monies were allocated and approved for the completion of an Environmental Assessment along Eighth Line from Steeles Avenue to Maple Avenue. The process has been designed to be consistent with, and fulfill, the requirements of a Schedule C Municipal Class Environmental Assessment (Class EA).

The Class EA study will evaluate traffic capacity, travel demand management measures, safety issues, natural environment impacts, land use implications, transit, and active transportation considerations. To address transportation capacity needs in the study area, alternatives will be examined as part of the study including the impacts of alternatives on the social, cultural, and natural environment.

COMMENTS:

Request for Proposal (RFP) P-049-18 for the Eighth Line Class EA was issued on November 26, 2018. The bid was posted on the Town's website and advertised on the bidsandtenders.ca website.

The RFP closed on December 21, 2018 and seven (7) submissions were received as follows:

Proponent	
Ainley & Associates Limited	Brampton, ON
Associated Engineering (Ont) Ltd.	Kitchener, ON
BT Engineering Inc.	Ottawa, ON
GHD Limited	Waterloo, ON
Parsons Inc.	Toronto, ON
R.J. Burnside and Associates Limited	Orangeville, ON
R.V. Anderson Associated Limited	Toronto, ON

Bids were evaluated by a team of Town of Halton Hills staff based on the following criteria. The evaluation criteria and weighing was stated in the Request for Proposal.

- Company Profile and Experience (30%).
- Understanding of the Project and Proposed Methodology (40%).
- Pricing (30%).

After reviewing and evaluating the submissions, it was determined that R.J. Burnside and Associates Limited, 15 Townline, Orangeville, ON, L9W 3R4 was the highest ranked proponent.

All requests for proposals are submitted in confidence and evaluated on several pre-determined criteria. As price is only a portion of the bid, the prices of the unsuccessful proponents are not included in this report.

RELATIONSHIP TO STRATEGIC PLAN:

The recommendations of this report directly support the following Strategic Directions, Goals, and Objectives of the Town of Halton Hills Strategic Plan:

A. Foster a Health Community

A.5 To ensure the use of appropriate design strategies to create safe communities.

H. Provide Sustainable Infrastructure and Services

H.1 To provide infrastructure and services that meet the needs of our community in an efficient, effective, and environmentally sustainable manner.

FINANCIAL IMPACT:

The consulting portion of the budget for the Eighth Line Class EA is \$519,000. The proposal from R.J. Burnside and Associates Limited includes all disbursements and provisional items and is within the allocated budget. In addition to the consultant, costs relating to public engagement, such as advertising etc., will be required and included with the overall capital budget.

CONSULTATION:

The proposal process was facilitated through Purchasing with staff from Recreation and Parks, Planning and Sustainability, and Transportation and Public Works evaluating the bid. The Manager of Purchasing is in agreement with the award.

PUBLIC ENGAGEMENT:

Public consultation and engagement will be a key component in completing the Eighth Line Class EA. Staff will adhere to the Public Engagement Charter throughout the duration of the Class EA. Project information will be available on the Town's website with links to the online engagement platform Letstalkhaltonhills.ca.

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 the Strategy's implementation.

This report supports the Economic Prosperity, Environmental Health, and Social Well-being pillars of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is excellent.

COMMUNICATIONS:

A public consultation and engagement program will be a key element to the Eighth Line Class EA. The consultant will develop a communication strategy to be implemented by the Town.

CONCLUSION:

As part of the Town's transportation work plan and further to the strategic priorities and actions identified in the 2014-2018 Strategic Action Plan, staff are undertaking the completion of this Class EA.

It is recommended that Council authorize the Manager of Purchasing to issue a purchase order to R.J. Burnside and Associates Limited, 15 Townline, Orangeville, ON, L9W 3R4 in the amount of \$499,322.50 plus HST for the completion of the Eighth Line Class EA.

Reviewed and Approved by,

A handwritten signature in cursive script, appearing to read "Maureen Van Ravens".

Maureen Van Ravens, Manager of Transportation

A handwritten signature in cursive script, appearing to read "Chris Mills".

Chris Mills, Commissioner of Transportation and Public Works

A handwritten signature in cursive script, appearing to read "Brent Marshall".

Brent Marshall, Chief Administrative Officer