

DATE: June 21, 2021

REPORT NO: PW-16-2021

SUBJECT: **St. Ann's Road Reconstruction Consultant Services –
Municipal Class EA Study and Preliminary Design RFP Award**

CONTACT: Ray Vachon, C.E.T., Project Manager
Mike DiPaola, P. Eng., Director of Public Works & Recreation

OVERVIEW:

- The St. Ann's Road Reconstruction project was included in the approved 2021 Capital Budget.
- Funding was also granted from the Government of Canada and Government of Ontario under the Investing in Canada Infrastructure Program (ICIP).
- Staff prepared and circulated a Request for Proposal (RFP), with eight (8) submissions received on the closing date of May 26, 2021.
- In an effort to award the RFP based on best value for money, all proposals received were evaluated used set criterion of 80% (Technical) and 20% (cost).
- Kerry T. Howe Engineering Limited received the highest score.
- Staff recommends awarding the RFP to Kerry T. Howe Engineering Limited at an estimated project cost of \$185,000.00 which includes professional fees, 15% contingency, net HST, and other miscellaneous costs.

RECOMMENDATION:

1. THAT, Report RFD PW-16-2021, re: St. Ann's Road Reconstruction Consultant Services – Municipal Class EA Study and Preliminary Design RFP Award, dated June 21, 2021, be received; and,
2. THAT, Council awards the RFP to Kerry T. Howe Engineering Limited for the St. Ann's Road Reconstruction Consultant Services – Municipal Class EA Study and Preliminary Design project, in the amount of \$147,700.00 (excluding HST); and,
3. THAT, Council approve the project cost in the total amount of \$185,000.00, which includes professional engineering services, a 15% contingency, net HST, and other miscellaneous project costs; and,
4. THAT, a By-Law be passed to authorize the Mayor and Clerk to enter into an agreement with Kerry T. Howe Engineering Limited.

ALIGNMENT TO STRATEGIC PLAN:

Theme #1 - Strong Transportation Connections - West Lincoln has transportation infrastructure that is safe for motorists, cyclists and pedestrians, and networks that are well-maintained and connected within our community, with other Niagara communities and major highways.

BACKGROUND:

In 2018, the Government of Canada and Government of Ontario signed an Integrated Bilateral Agreement for the Investing in Canada Infrastructure Program which promised \$180 billion for infrastructure projects for rural and northern communities. The Township of West Lincoln applied for this funding stream for the St. Ann's Road Reconstruction project, and received approval in April 2020 for up to \$4,150,875.63 or 83.33% of total project costs. The Township is responsible for the 16.67% balance of total project costs.

St. Ann's Road Reconstruction is a multi-year project that involves the reconstruction of St. Ann's Road from Twenty Mile Rd to Regional Road 20, the rehabilitation of the North Creek Bridge, improvements to the railway crossing, sidewalk/pedestrian safety, and storm drainage. This Municipal Class EA process and Preliminary Design assignment is the first step of the project. The tentative schedule for the complete project is as follows and may vary as the project phases proceed:

Municipal Class EA & Preliminary Design	2021/2022
Detail Design	2022/2023
Utility Relocates & Potential Property Acquisition for ROW	2023/2024
Construction	2025/2026

CURRENT SITUATION:

Staff prepared and circulated a RFP document on April 22, 2021 and the RFP closed on May 26, 2021. The RFP was advertised on the Township website and with the electronic tendering service, Bids&Tenders. In an effort to award this RFP on best value for money, all proposals received were evaluated using the following set of criteria (80% Technical and 20% Cost) as itemized below:

- Applicable Technical Expertise & Resources
- Team Strength
- Same or Similar Project Experience
- Past Performance Record
- Project Understanding
- Methodology / Work Plan
- Cost

There were twelve (12) registered bidders and eight (8) RFP submissions were received and opened on the RFP closing date of May 26, 2021. The results of the evaluation are summarized in the below table:

Company	Weighted RFP Score (Points)	RFP Price (excluding HST)
Kerry T. Howe Engineering Limited	780	\$147,700.00
R.V. Anderson Associated Limited	765	\$198,309.00
Associated Engineering (Ont) Ltd.	750	\$222,463.00
GHD Limited	725	\$183,518.50
Dillon Consulting Limited	715	\$200,002.00
BT Engineering Inc.	680	\$241,745.00
Safe Roads Engineering	640	\$243,128.00
Metropolitan Consulting Inc.	550	\$247,795.00

Kerry T. Howe Engineering received the highest score and also submitted the lowest fee. This firm has experience completing similar works and is capable of successfully completing this project.

FINANCIAL IMPLICATIONS:

As part of the 2021 Capital Budget, Staff allocated \$380,000.00 for the design phase of the project, which includes this Municipal Class EA and Preliminary Design assignment, and Detail Design.

The total project cost for this project is estimated to be \$185,000 as outlined below:

Project Budget	Cost
RFP Total	\$147,700.00
Contingency (15%)	\$ 22,155.00
Miscellaneous & Net HST	\$ 15,145.00
TOTAL	\$185,000.00

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the Director of Finance, Clerks Department, and the CAO.

CONCLUSION:

In summary, Staff recommends that this contract be awarded to Kerry T. Howe Engineering Limited at their bid price of \$147,700.00 plus HST, and that Council approve project expenditures up to the amount of \$185,000.00.

Staff further recommends that the Mayor and Clerk be authorized to enter into an agreement with Kerry T. Howe Engineering Limited for the St. Ann's Road Reconstruction Municipal EA and Preliminary Design project, as outlined above.

Prepared by:



Ray Vachon, C.E.T.
Project Manager

Submitted by:



Mike DiPaola, P. Eng.
Director of Public Works & Recreation

Approved by:



Beverly Hendry
CAO