

**DATE:** May 4, 2026

**REPORT NO:** I-09-2026

**SUBJECT:** **South Grimsby Road 5 Reconstruction and Spring Creek Road Extension Engineering Services RFP Award (OPR 2025-05)**

**CONTACT:** Ray Vachon, C.E.T., Manager, Capital Design and Delivery

**OVERVIEW:**

- Council approved the respective Capital Budgets of \$150,000.00 for South Grimsby Rd 5 reconstruction, and \$300,000.00 for Spring Creek Rd extension, to complete the engineering services for detail design, tendering, and construction administration and inspection.
- Administration circulated a Request for Proposal (RFP) on February 24, 2026, on the Townships Bids & Tenders site. On the closing date of March 19, 2026, nine (9) proposals were received.
- To award this assignment on a value for money basis, Administration evaluated all nine (9) RFP submissions on March 27, 2026, based on the criteria indicated in the document, and a total score was calculated for each proponent.
- Administration recommends awarding this assignment to GEI Consultants Canada., to complete the detailed design phase of this project, in the amount of \$161,913.00 (excluding HST), for a total estimated project cost of \$250,000.00 which includes geotechnical work, a project contingency, and non-recoverable HST.

**RECOMMENDATION:**

1. That Recommendation Report I-09-2026, titled “South Grimsby Road 5 Reconstruction and Spring Creek Road Extension Engineering Services RFP Award (OPR 2025-05)”, dated May 4, 2026, be received; and,
2. That Council awards the RFP submission to GEI Consultants Canada for the detailed design engineering services, in the amount of \$161,913.00 (excluding HST); and,
3. That the total project expenditure of \$250,000.00 be approved for this project; and,
4. That a by-law be adopted to authorize the Mayor and Clerk to sign an agreement with GEI Consultants Canada for the engineering services.

## **ALIGNMENT TO STRATEGIC PLAN:**

### **Theme #1**

**BUILD** – a safe, connected, caring and active community.

### **Theme #2**

**CHAMPION** – Strategic and responsible growth.

## **BACKGROUND:**

The South Grimsby Road 5 Reconstruction and Spring Creek Road Extension project is required to support existing and future development within the Smithville urban area. The project includes the reconstruction of South Grimsby Road 5, upgrades to existing municipal servicing, and the extension of Spring Creek Road to improve connectivity and accommodate anticipated growth.

As part of the Township's capital planning process, Council approved funding to commence the detailed design of this project through the 2024 and 2025 Capital Budgets, with \$150,000.00 and \$300,000.00 allocated respectively for engineering services. These funds were identified to advance the project from preliminary planning into detailed design, including utility coordination, approvals, and preparation of tender-ready documents.

Preliminary design work and background information for portions of the corridor have been completed through prior development-related studies and submissions. These materials provide a foundation for the detailed design phase but require further review, coordination, and refinement to ensure a fully integrated and constructible design.

The next phase of the project includes completion of detailed design, coordination with regulatory agencies and utility providers, and preparation of contract documents to facilitate future construction.

## **CURRENT SITUATION:**

Administration issued the RFP on February 24, 2026, through the Township website and Bids & Tenders. A total of nine (9) submissions were received on the closing date of March 19, 2026.

In accordance with the RFP, submissions were evaluated using a combined technical and financial scoring methodology. Technical criteria included:

- Applicable Technical Expertise and Resources
- Team Strength and Leadership
- Same or Similar Project Experience

- Project Understanding
- Methodology / Work Plan
- Quality Assurance / Quality Control

Cost was evaluated separately and combined with the technical score to determine an overall ranking.

The results of the evaluation are summarized below:

<b>Proponent</b>	<b>Total Score</b>
GEI Consultants Canada	840
Urban & Environmental Management Inc.	818
Associated Engineering (Ont.) Ltd.	800
Upper Canada Consultants	787
MTE Consultants	775
Concept Dash Inc.	755
Noveen Engineering Inc.	748
Aplin & Martin Consultants Ltd.	735
R.V. Anderson Associates Limited	668

GEI Consultants Canada did not submit the lowest cost proposal; however, their submission achieved the highest overall score through a stronger technical evaluation.

The evaluation identified that GEI demonstrated a more comprehensive understanding of the project requirements, including coordination with railway authorities, utility providers, and integration with existing and proposed infrastructure. Their proposal also provided a more detailed and structured methodology, along with a well-defined quality assurance and quality control program. Their proposal demonstrated a greater depth of experience on projects of similar scope and complexity, as well as a more robust approach to risk management and project delivery.

Given the complexity of the assignment, Administration determined that the additional technical strength provided by GEI Consultants Canada offers a higher level of confidence in successful project delivery and represents the best overall value to the Township.

It should be noted that this award is limited to the preliminary and detailed design, as well as the preparation of tender documents for the project. Construction administration and inspection services, although included within the RFP submission for evaluation purposes, will be awarded later as part of the construction tender award, subject to Council approval and future budget considerations. The fee structure submitted for construction administration and inspection services is to be held for a period of two (2) years from the

date of submission as per the RFP documents. Should construction occur beyond this timeframe, these services and associated fees may be subject to review and revision.

It should also be noted that a geotechnical investigation will be required to support the detailed design of the project. These services were not included within the scope of the consultant submissions and will be procured separately by the Township through a Request for Proposal at approximately the 30% design stage. The geotechnical consultant will work in coordination with the design consultant to assess subsurface conditions, inform trenchless design requirements, and support overall constructability. The assignment will also include the preparation of an Excess Soil Management Plan in accordance with Ontario Regulation 406/19, to ensure proper characterization, handling, and reuse or disposal of excavated materials. The cost of this work has been accounted for within the approved design budget.

**FINANCIAL IMPLICATIONS:**

Below are the total estimated project costs for the detailed design phase of this assignment:

GEI Consultants Canada – Preliminary & Detail Design	\$161,913.00
Geotechnical Investigation / Excess Soils	\$ 60,000.00
Contingency (10%+/-)	\$ 23,763.10
Net HST	\$ 4,323.90
<b>Estimated Total Project Costs:</b>	<b>\$250,000.00</b>

The total approved budget for this assignment is \$450,000.00; \$300,000.00 for Spring Creek Rd., and \$150,000.00 for South Grimsby Rd 5. The total estimate project cost for the detail design phase is \$250,000.00, as outlined above, and is within the approved budget.

The remaining balance of approved funds of \$200,000.00, should be carried forward for the future engineering fees related to construction administration and inspection at the time of construction, as originally intended.

**INTER-DEPARTMENTAL COMMENTS:**

This report was reviewed by the Director, Corporate Services/CFO, CAO, and the Clerks Office.

**CONCLUSION:**

Administration recommends awarding the detail design engineering services assignment for the South Grimsby Road 5 Reconstruction and Spring Creek Road Extension project to GEI Consultants Canada at the upset limit of \$161,913.00 (excluding HST), with a total estimated cost of \$250,000.00.

Accordingly, Administration recommends that Council approve the award and authorize the execution of an agreement with GEI Consultants Canada.

**SCHEDULE(S)**

**Schedule A – Project Location**

**Prepared & Submitted by:**

**Approved by:**

**Ray Vachon, C.E.T.  
Mangager, Capital Design& Delivery**

**Truper McBride  
CAO**

**Mike DiPaola, P.Eng  
Director, Infrastructure**