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<b>TO:</b>	<b>CHAIR AND MEMBERS CIVIC WORKS COMMITTEE MEETING ON APRIL 7, 2014</b>
<b>FROM:</b>	<b>EDWARD SOLDO, P. ENG. DIRECTOR, ROADS AND TRANSPORTATION</b>
<b>SUBJECT:</b>	<b>APPOINTMENT OF CONSULTING ENGINEER FOR ENGINEERING SERVICES FOR THE FUNCTIONAL DESIGN OF THE TRIBUTARY 'C' STORMWATER MANAGEMENT SERVICING WORKS (ES3020-RVBTC)</b>

<b>RECOMMENDATION</b>
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That, on the recommendation of the Director, Roads and Transportation, the following actions **BE TAKEN** with respect to appointment of a consultant for engineering services for the functional design of the Tributary 'C' Stormwater Management Servicing Works (ES3020-RVBTC):

- a) Matrix Solutions Inc., 31 Beacon Point Court, Breslau, ON **BE APPOINTED** Consulting Engineers to carry out the functional design of the Tributary 'C' Stormwater Management Servicing Works in the total amount of \$448,020 including contingency, excluding HST; in accordance with Section 15.2(e) of the Procurement of Goods and Services Policy;
- b) the financing for the project **BE APPROVED** in accordance with the "Sources of Financing Report" attached hereto as Appendix "A";
- c) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this work;
- d) the approvals given herein **BE CONDITIONAL** upon the Corporation entering into a formal contract with the consultant for the work; and
- e) the Mayor and City Clerk **BE AUTHORIZED** to execute any contract or other documents, if required, to give effect to these recommendations.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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ETC June 1997 – Riverbend Community Plan that was completed by Proctor & Redfern Limited, was accepted

ETC 2008-10-24 – Appointment of Consulting Engineer for Municipal Class Environmental Assessment for a Tributary 'C' Drainage Area (2008-A03-00-00/W05-00,1/19/ETC)

ETC 2009-05-11 – Appointment of Consulting Engineer for Municipal Class Environmental Assessment for the Tributary 'C' Drainage Area (2009-A03-00) (AS AMENDED) (2/10/ETC)

ETC 2009-11-16 – Appointment of Consulting Engineer for Municipal Class Environmental Assessment for the Tributary 'C' Drainage Area

BNEC 2011-02-14 – Additional Engineering Fees for Municipal Class Environmental Assessment (EA) Study for the Tributary 'C' Drainage Area

BNEC 2011-10-31 – Status Report for Environmental Assessment Study for Tributary 'C' Drainage Area

CWC 2012-06-19 – Phasing of Stormwater Management Facilities

CWC 2012-07-17 – Municipal Class Environmental Assessment Study for Tributary 'C' Storm/Drainage & SWM, Transportation and Sanitary Trunk Servicing

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CWC 2012-12-03 – Tributary ‘C’ Storm/Drainage & SWM, Transportation and Sanitary Trunk Servicing Environmental Study Report Modifications

## BACKGROUND

### Purpose

This report seeks the approval of Council to retain Matrix Solutions Inc. as the engineering consultant to undertake for the functional design of the Tributary ‘C’ SWM Servicing Works (location map is shown in Appendix B).

### Context

The need and justification for this project was identified in the Municipal Class Environmental Assessment (EA) “Schedule C”, for Storm/Drainage & SWM, Transportation, and Sanitary Trunk Servicing Works for Tributary ‘C’ Downstream Thames Subwatershed that was approved by Council on July 25, 2012 and was the subject to a Part II Order that was cleared by the Ministry of Environment (MOE) on November 5, 2013 (MOE letter is attached in Appendix C).

## DISCUSSION

### Project Description

Tributary ‘C’ is located in the Riverbend Planning Area, within the Downstream Thames Subwatershed. The preferred alternative of the EA recommended an offline wet Stormwater Management (SWM) Facility discharging to the Thames River, an offline SWM Infiltration Facility discharging to Tributary ‘C’, a linear online Infiltration SWM Facility, a storm/drainage minor/major conveyance system as well as Permanent Private System (PPS) controls.

The Consultant will undertake the functional design of these SWM works, such that the existing conditions of Tributary ‘C’ are maintained with respect to fluvial geo-morphology, peak flow rates, base flow and thermal control to ensure the preservation of the cold water fishery. The proposed storm/drainage and SWM servicing works design is required to maintain 100% of the pre-development water balance and base flow conditions in correlation with the thermal requirements of the system.

### Consultant Selection

The consultant selection process consisted of a two-stage process. The first stage was an open advertised request for expressions of interest/request for qualifications. A shortlist of three consulting firms was developed based on the received submissions and the firms were invited to submit proposals for the project. The shortlisted firms responded with written proposals including a summary of the project tasks, schedule, and costs. An evaluation committee reviewed the consultant submissions for the project and based on the evaluation criteria and selection process identified in the Request for Proposals, the evaluation committee concluded that the proposal from Matrix Solutions Inc. provides the best value to the City.

Matrix Solutions Inc. has an experienced project team that had a clear understanding of the project scope and requirements. Their past proven experience on similar projects of this nature combined with a project proposal that demonstrated a thorough understanding of the goals and objectives demonstrated their suitability for the undertaking.

In accordance with Section 15.2 (e) of the Procurement of Goods and Services Policy, Civic Administration is recommending Matrix Solutions Inc. be appointed as the consulting engineer for the functional design of the Tributary ‘C’ SWM Servicing Works. The submission from Matrix Solutions Inc. includes a fee submission that indicates that the functional design can be completed within the funds available in the project account, ES3020-RVBTC. The fee submission includes a 10% contingency.

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<b>CONCLUSIONS</b>
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The need for the functional design of the Tributary ‘C’ Stormwater Management Servicing Works is identified in the GMIS and in the Municipal Class EA “Schedule C”, for Storm/Drainage & SWM, Transportation, and Sanitary Trunk Servicing Works for Tributary ‘C’ Downstream Thames Subwatershed that was approved by Council on July 25, 2012, was subject to a Part II Order which was cleared by the Ministry of Environment (MOE) on November 5, 2013 (MOE letter is attached in Appendix C). The functional design will identify the land requirements for SWM servicing works such that the City can proceed with the detailed design and construct the works in accordance with the GMIS and development needs.

**Recommendation**

Based on the technical evaluation of the proposals, it is recommended Matrix Solutions Inc. be awarded the consulting assignment for the functional design of the Tributary ‘C’ SWM Servicing Works at an upset amount of \$448,020 including contingency, excluding HST.

**Acknowledgements**

This report was prepared with the assistance of Billy Haklander, P.Eng., Stormwater Management Engineer of the Stormwater Management Unit.

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
<b>BERTA KRICKER, M. ENG., F.E.C., P.ENG. MANAGER OF STORMWATER MANAGEMENT UNIT</b>	<b>EDWARD SOLDO, P.ENG. DIRECTOR, ROADS AND TRANSPORTATION</b>
<b>REVIEWED AND CONCURRED BY:</b>	
<b>JOHN BRAAM, P.ENG. MANAGING DIRECTOR, ENVIRONMENTAL &amp; ENGINEERING SERVICES &amp; CITY ENGINEER</b>	

April 1, 2014

- Attach:    Appendix “A” – Sources of Financing  
               Appendix “B” – Location Map  
               Appendix “C” – MOE Clearance Letter on Part II Order