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| TO: | CHAIR AND MEMBERS CIVIC WORKS COMMITTEE MEETING TUESDAY, NOVEMBER 29, 2016 |
| FROM: | KELLY SCHERR, P.ENG., MBA, FEC MANAGING DIRECTOR OF ENVIRONMENTAL AND ENGINEERING SERVICES & CITY ENGINEER |
| SUBJECT: | RFP16-44 IRREGULAR BID ENGINEERING SERVICES FOR THE DETAILED DESIGN OF THE FIRST PHASE OF YORK STREET SEWER SEPARATION |

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| RECOMMENDATION |
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That, on the recommendation of the Managing Director of Environmental and Engineering services & City Engineer, the following actions **BE TAKEN** with respect to the award of the work outlined in Request for Proposal (RFP) 16-44 Engineering Services for the Detailed Design of the First Phase of York Street Sewer Separation:

- a) The proposal submitted by AECOM Canada Limited, with respect to Engineering Services for the Detailed Design of the First Phase of York Street Sewer Separation at their proposed fee of \$295,289.50, including 10% contingency, excluding HST, **BE ACCEPTED** it being noted that this is being reported as an irregular bid per the Procurement of Goods and Services Policy, Section 19.4 c.) only one (1) bid was received for this RFP;
- b) The financing for the project **BE APPROVED** in accordance with the “Sources of Financing Report” attached hereto as Appendix “A”;
- c) Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this project;
- d) Approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal agreement or having a purchase order, or contract record relating to the subject matter of this approval; and,
- e) The Mayor and City Clerk **BE AUTHORIZED** to execute any contract or other documents, if required, to give effect to these recommendations.

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| PREVIOUS REPORTS PERTINENT TO THIS MATTER |
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| June 8, 2016 | “Appointment of Consulting Engineers for the Core Area Servicing Studies RFPs 16-14, 16-15, 16-16 (Irregular)”, Civic Works Committee |
| March 8, 2016 | “Subsurface Utility Engineering Investigation for the Downtown York and King Street Corridors”, Civic Works Committee |
| February 2, 2016 | “Initiation Report: Core Area Servicing Studies,” Civics Works Committee |

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January 28, 2016 “Downtown Infrastructure Planning and Coordination,” Strategic Priorities and Policy Committee

November 9, 2015 “Shift Rapid Transit Update,” Strategic Priorities and Policy Committee

2015-2019 STRATEGIC PLAN

The 2015 – 2019 Strategic Plan identifies this objective under Building a Sustainable City; 1B – Manage and improve our water, wastewater and stormwater infrastructure and services; 3E – Work together to protect all aspects of our natural environment including woodlands, wetlands, river and watercourses, and air quality as our city grows; and 2A- Invest in London’s downtown as the heart of our City.

BACKGROUND

Purpose

The purpose of this report is to seek approval from Committee and Council to award AECOM Canada Ltd., a contract for Engineering Services for the Detailed Design of the First Phase of York Street Sewer Separation through a Request for Proposal (RFP) process.

Background

York Street in the downtown has combined sewers which service the surrounding residential, commercial, and institutional properties. Not only is the concept of combined sewers outdated but most of the combined sewers were constructed in the 19th century, rendering them at the end of their useful life and needing to be replaced with modern storm and sanitary sewers.

The City is currently undertaking several studies in the downtown area which include the study area of this project. The detailed design will incorporate relevant information from these studies and provide information as needed to others detailed below.

The City has undertaken a Subsurface Utility (SUE) Investigation which will provide base plans indicating all municipally owned and privately owned infrastructure in the right of ways in the study area at a high degree of confidence. Potential utility conflicts will be identified and avoided as part of this detailed design.

The City will also be undertaking the City Centre Servicing Strategy (CCSS) plan which will identify all required combined sewer separation works in the City Centre and will subsequently identify capital budget needs and phasing of construction works. The proposed storm and sanitary sewers will also be preliminarily sized and aligned. This plan will provide a comprehensive strategy for the undertaking and phasing of future sanitary, storm, and water servicing improvements in the City Centre.

The City is also undertaking the Core Area Servicing Study (CASS) which is broken down into three separate studies; wastewater, storm water, and water. The CASS is a plan to examine servicing that will support the vision of the London Plan (the City’s draft new Official Plan) for the Core Area of the City; pipe sizing requirements will be obtained from the CASS wastewater study.

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The City is also currently undertaking the SHIFT Rapid Transit Municipal Class Environmental Assessment, which is expected to be finalized at the end of 2016. SHIFT is a rapid transit plan for London and the outcome of that plan will likely have an impact on the servicing strategy for the City Centre.

Given that AECOM is also the CCSS consultant there will be seamless integration of the findings from the CCSS study incorporated into this detailed design.

Purchasing Process

An RFP for Engineering Services for the Detailed Design of the First Phase of York Street Sewer Separation was issued August 26, 2016 and closed September 26, 2016. The RFP was previewed by eighteen (18) companies and fully downloaded by seven (7) of these companies. Only one (1) proposal submission was received from AECOM Canada Ltd. The City then administered Section 19.4 b.) and c.) Only One Bid Received under the Procurement of Goods and Services Policy permits the review of a single submission (Irregular Bid) as follows:

19.4 Only One Bid Received

- a. In the event only one bid is received in response to a competitive bid, the Manager of Purchasing and Supply may return the unopened bid to the bidder when, in the opinion of the Managing Director (or delegate) and the Manager of Purchasing and Supply, using criteria, based on the number of bids which might reasonably be expected on a given type of bid, additional bids could be secured. In returning the unopened bid, the Manager of Purchasing and Supply shall inform the bidder that the City may be re-issuing the competitive bid at a later date.
- b. In the event that only one bid is received in response to a request for competitive bid, the bid may be opened and evaluated in accordance with the City’s usual procedures when, in the opinion of the Managing Director (or delegate) and the Manager of Purchasing and Supply, the bid should be considered by the City. If, after evaluation by the Managing Director (or delegate) and the Manager of Purchasing and Supply, the bid is found not to be acceptable, they may follow the procedures set out in Section 19.3.a., with necessary modifications.
- c. In the event that the bid received is found acceptable, it will be awarded as an Irregular Result under Schedule “A” of this Policy.

The proposal submission was assessed and scored by an evaluation team with representation from Wastewater and Drainage Engineering, Water Engineering, and Transportation Planning and Design, with the assistance of Purchasing and Supply. The evaluation criteria was based on, but not limited to the following:

- Team Members Qualifications on Directly Related Projects; Project Manager;
- Team Members Qualifications on Directly Related Projects; Key, Technical and Support Staff;
- Management Quality Assurance and Delivery, Key Staff and Support;
- Management Quality Assurance and Delivery, Technical Staff;
- Understanding and Implementation Strategy, Methodology, Approach and Recommendations; and
- Understanding and Implementation Strategy, Schedule of Key Activities and Timelines.

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A two-envelope RFP process was employed, one containing the technical proposal and the second containing the firms' price for the work. AECOM Canada Limited technical submission was reviewed, assessed and evaluation. It met and exceeded the noted evaluation criteria as set out in the RFP. Following the technical evaluation, the financial proposal was then opened and was also reviewed, assessed and evaluated accordingly. It was under budget and met all requirements for this project.

Discussion

The AECOM Canada Ltd. submission met all terms, conditions, specifications and requirements. It displayed an understanding of the work and technical expertise required. The firm has the experience to fulfil expectations within the allotted budget. It is recommended that AECOM Canada Ltd., be awarded this assignment. AECOM Canada Ltd. will be considered for the construction administration phase if project performance is positive.

Project Schedule

The detailed design project is scheduled to begin in December 2016, with a completion anticipated by March 2018.

Acknowledgements

This report was prepared by Chris Ginty, CPPB Procurement Officer, Purchasing and Supply and Mitchell Heighway, EIT, Wastewater and Drainage Engineering.

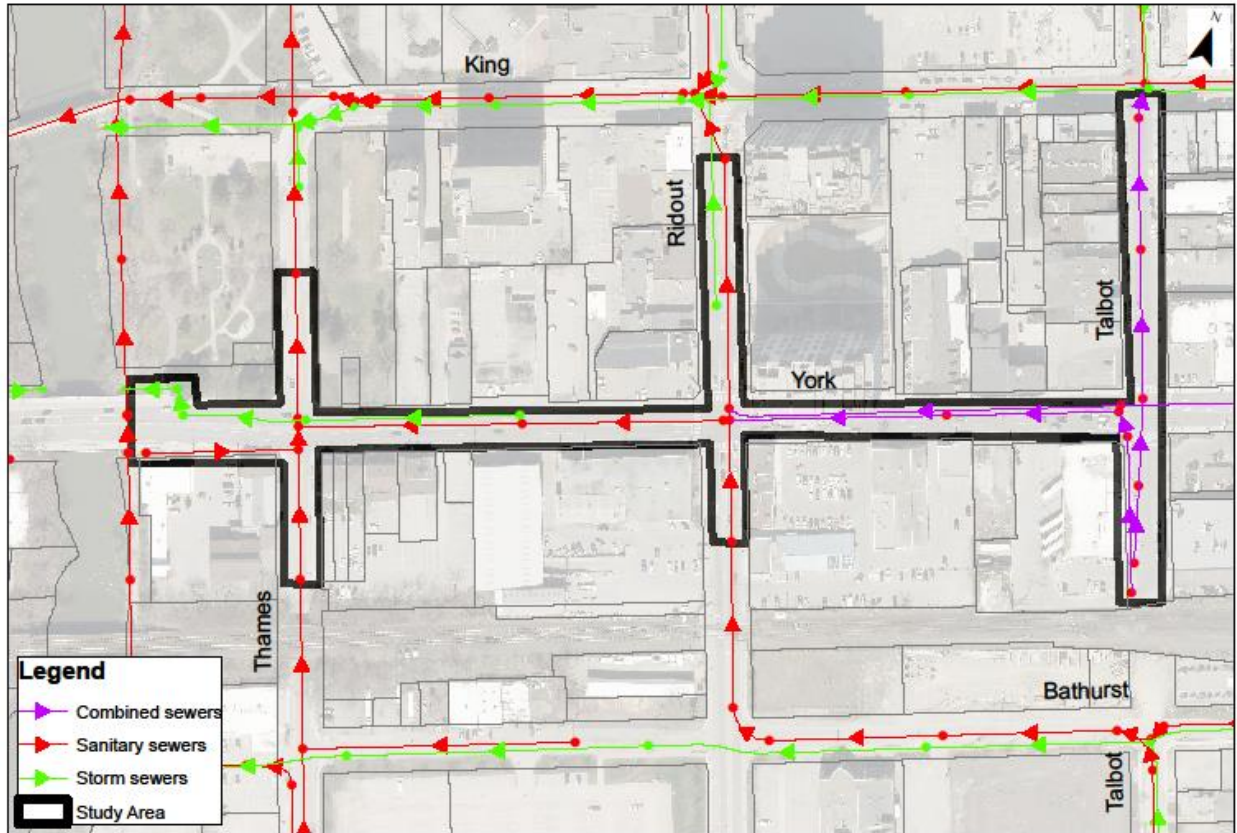
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| PREPARED BY: | REVIEWED BY: |
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| TOM COPELAND, P.ENG. DIVISION MANAGER WASTEWATER AND TREATMENT ENGINEERING | JOHN LUCAS, P.ENG. DIRECTOR-WATER AND WASTEWATER |
| RECOMMENDED BY: | |
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| KELLY SCHERR, P.ENG., MBA, FEC MANAGING DIRECTOR OF ENVIRONMENTAL & ENGINEERING SERVICES & CITY ENGINEER | |

cc: John Freeman, Manager of Purchasing and Supply
 Chris Ginty, Procurement Officer, Purchasing and Supply

Appendix 'A' Sources of Financing
 Appendix 'B' Map of First Phase of York Street Sewer Separation

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Appendix B



First Phase of York Street Sewer Separation