



PUBLIC WORKS COMMITTEE ADDENDUM

Thursday, April 26, 2018 at 1:00 p.m.

55 Zina Street, Orangeville – Sutton Room (2nd Floor)

REPORTS

9. PUBLIC WORKS – April 26, 2018 – ITEM #9
RFP Award – 2019 Bridge Design and Contract Administration

**NOT
LISTED ON
AGENDA**

A report from the Director of Public Works/County Engineer, dated April 26, 2018, to inform the Committee and Council that proposed costs for work under RFP PW 18-06, Engineering Services for Design, Tender and Contract Administration for the Rehabilitation/Replacement of 4 Structures, exceed the planned budget amount and therefore requires approval from Council to award in line with Section 4.2 (4) of the County's Procurement By-law 2017-33.

Recommendation:

THAT Report, RFP Award – 2019 Bridge Design and Contract Administration, dated April 26, 2018, from the Director of Public Works/County Engineer be received;

AND THAT staff be authorized to award RFP PW 18-06 to R.J. Burnside and Associates Limited in the amount of \$199,671.00 for the combined 2018 and 2019 work;

AND THAT funds from the anticipated savings from 2018 Bridge and Large Culvert projects be used to cover the additional project costs.



REPORT TO COMMITTEE

To: Chair Aultman and Members of Public Works Committee
From: Scott C. Burns, Director of Public Works/County Engineer
Meeting Date: April 26, 2018
Subject: RFP Award – 2019 Bridge Design and Contract Administration

In Support of Strategic Plan Priorities and Objectives:
Service Excellence: 4.1 Close the Infrastructure Gap

Purpose

The purpose of this report is to inform the Committee and Council that proposed costs for work under RFP PW 18-06, Engineering Services for Design, Tender and Contract Administration for the Rehabilitation/Replacement of 4 Structures, exceed the planned budget amount and therefore requires approval from Council to award in line with Section 4.2 (4) of the County's Procurement By-law 2017-33.

Background & Discussion

Work through this RFP includes the design, tender documents and contract administration for the proposed 2019 Capital bridge/large culvert work. Design work and tender documents will be completed during 2018 in preparation for 2019 bridge/culvert construction projects. The contract administration component will occur during 2019 throughout construction. Funds for this work have been allocated through the approved 2018 and draft 2019 Budgets.

RFP PW 18-06 closed at 2:00 pm on Tuesday, April 17, 2018. The Proposals were opened in the Sutton Room, 55 Zina Street, Orangeville.

Present at the opening were:
Councillor – Warren Maycock
Treasurer – Alan Selby
Deputy Treasurer – Aimee Raves
Procurement Manager – Jason Wilhelm

Six proposals were received in response to the RFP. Staff reviewed all proposals in accordance with the County's Procurement By-Law and provided a weighted ranking based on technical experience of the firm, experience and qualifications of personnel,

understanding of the overall scope of the work, quality of the proposal, fees and financial terms and conditions, proposed schedules and timelines, and potential conflicts of interest. All proposals were of excellent quality, but upon review, each carried a cost that exceeds the anticipated \$90,000 project budget for the Design and Tender Document component and therefore requires Council approval in line with Section 4.2 (4) of the County's Procurement By-law 2017-33. This is in part because each proposal included several potential costs associated with additional investigations or processes that may or may not ultimately be required to complete detailed design. This approach provides staff with a worst-case scenario for the upcoming work and helps avoid unforeseen project costs. Decisions around each of these costs will be determined upon more detailed review of each individual structure once the project is awarded.

Upon a thorough review of the proposals, R.J. Burnside & Associates Ltd. received the highest ranking and staff is confident with their ability to perform the work as described through the RFP. Staff therefore recommends awarding RFP PW 18-06 to R.J. Burnside & Associates Ltd. with a total cost of \$199,671.00 excluding taxes (2018 design and tender documents = \$135,193.20, 2019 contract administration = \$64,477.80) in accordance with the Procurement By-law.

Financial, Staffing, Legal, or IT Considerations

Funds for the project are provided through the approved 2018 and draft 2019 Public Works Capital Budget. It is proposed that funds from anticipated 2018 Capital Bridge and Culvert savings be utilized to enable the award of RFP PW 18-06 as the combined award amount for these projects is well within the 2018 budget allocation.

Strategic Direction and County of Dufferin Principles

Closing the infrastructure gap is an identified objective of the strategic plan and work through each of the aforementioned RFPs follows the long-term goal of closing the infrastructure gap by balancing infrastructure needs. It adheres to the County of Dufferin Principles:

1. We Manage Change - by addressing regulatory requirements and planning for shifts in economic conditions for greater long-term financial stability;
2. We Deliver Quality Service – by striving to ensure cost-effective and efficient processes and solutions to maximize how we address infrastructure needs;
3. We Communicate – by sharing results of infrastructure improvements with staff, Committee, Council and the community;
4. We Make Good Decisions – by working to approach each project with an appropriate, well-formulated solution to further meet the needs of those affected.

Recommendation

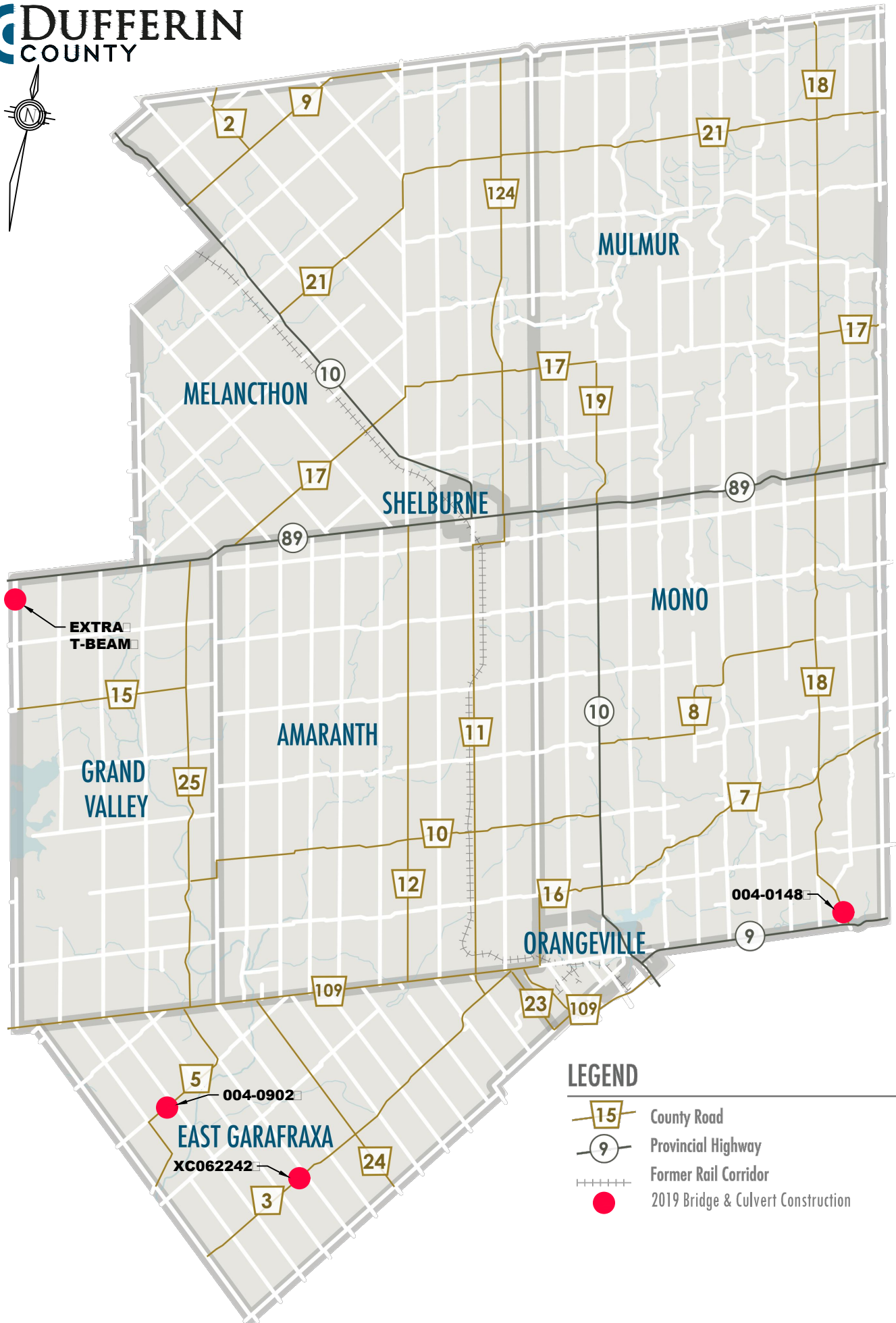
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Respectfully Submitted By:

Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer



LEGEND

- County Road
- Provincial Highway
- Former Rail Corridor
- 2019 Bridge & Culvert Construction