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**Date:** February 21, 2021  
**To:** Mayor and Council  
**Author:** Tim Del Greco, Manager of Engineering  
**RE:** Comprehensive Transportation Master Plan  
**Report No.:** IED 2021 – 12

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## **AIM**

To procure consulting services for the development of a Comprehensive Transportation Master Plan.

## **BACKGROUND**

A transportation network is the backbone of a municipality and allows for the movement of people, goods, and services by foot or by vehicle. An efficient and reliable transportation network benefits the community in a number of ways and improves health, safety, commerce, and the environment.

To improve and strengthen the Kingsville Transportation Network for today as well as the future, the Town is currently preparing for the development of a Comprehensive Transportation Master Plan.

A Comprehensive Transportation Master Plan (“CTMP”) is a document that defines actions and policies to improve the existing transportation network as well as sustainably plan for future transportation needs as a result of continued growth. A CTMP will serve a number of specific purposes, including:

- The identification of existing capacity constraints and gaps in the current transportation network and the corresponding solutions.
- Creates a plan for accommodating future transportation needs for all modes including cars, trucks, bicycles, pedestrians, mobility devices, etc.
- Provides clear direction for guiding the capital and operating needs of the Town as it continues to grow.
- Identifies growth related projects to be included in the next Development Charges Background Study.

- It shapes the long term capital and financial plans of the Town.
- Guides the construction of new development, both public and private.

The Town of Kingsville currently utilizes two transportation master plans, one for the road network and the other for active transportation. Although completed under separate processes, both were adopted by Council in 2012. Since that time, the Town has experienced significant growth and development, as well as increased traffic, thus creating the need for a new comprehensive plan.

During the January 13, 2021, Budget Meeting, Council approved funds to proceed with the first phase of developing a new comprehensive plan.

As per Kingsville Procurement Policy, award of any Request For Proposal (“RFP”) exceeding \$50,000 requires Council approval.

## **DISCUSSION**

A RFP for consulting services was advertised to the public on January 26, 2021 and closed on February 19, 2021. A copy of the services requested is included in Appendix A for your reference.

The results of the RFP are as follows (excluding HST):

<b>Consultant / Vendor Name</b>	<b>Bid Amount</b>	<b>Proposal Score</b>
WSP Canada Inc.	\$119,905	95
Paradigm Transportation Solutions	\$119,000	86
The Municipal Infrastructure Group, Ltd.	\$122,647	85
BT Engineering Inc.	\$121,865	82
McIntosh Perry Consulting Engineers	\$186,416	73
Dillon Consulting Ltd.	\$246,925	67

All proposals were evaluated and scored taking into consideration each proponent’s cost, experience with similar projects, understanding of this project, proposed work plan, and value added benefits. The table above includes the final score of each proposal as ranked by administration.

WSP is able to demonstrate considerable experience having completed a number of transportation master plans and transportation related studies throughout Ontario. WSP is familiar with Windsor-Essex County having completed the following local projects:

- Lasalle Transportation Master Plan (2020)
- Leamington Active Transportation Plan (2016)
- County Wide Active Transportation Master Plan (Essex County - 2012 and 2021)

Further, WSP was the project manager and lead author for the development of both Ontario Traffic Manual Book 18 (Cycling Facilities Design – 2020) and the Transportation Association of Canada’s Geometric Design Guide for Canadian Roads (2017). WSP’s experience in leading the development of provincial and national design standards for road and active transportation facilities provides assurance of their knowledge and capabilities.

Local references of WSP have been verified to be positive. Therefore, the recommendation is to proceed with WSP Canada Inc. Should Council approve, the development of this plan will take approximately 18 months for completion with plenty of opportunities for community engagement along the way.

### **LINK TO STRATEGIC PLAN**

To become a leader in sustainable infrastructure renewal and development.

### **FINANCIAL CONSIDERATIONS**

The award of \$119,905 is within the amount budgeted for this project in the 2021 Capital Budget.

### **CONSULTATIONS**

Kingsville Administration  
WSP Canada Inc.

### **RECOMMENDATION**

That Council award the development of a Comprehensive Transportation Master Plan to WSP Canada Incorporated in the amount of \$119,905 (excluding HST).

*Tim Del Greco*

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Tim Del Greco, P.Eng  
Manager of Engineering

*G. A. Plancke*

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