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**Date:** February 26, 2018  
**To:** Mayor and Council  
**Author:** G.A. Plancke / Director of Municipal Services  
**RE:** Engineering Services for 2018 Bridge Program  
**Report No.:** MS 2018-07

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## **AIM**

To provide Council with an update on the procurement of Engineering Consulting Services for the 2018 Bridge Program.

## **BACKGROUND**

During the 2018 Budget deliberations Council approved the following projects:

- *Project #37* – Engineering Design for Bridge #18 on Road 11 over Ruscom River (MS File No. 18-107)
- *Project #38* – Engineering Design for Bridge #46 on South Talbot Road over Boose Drain (MS File No. 18-108)
- *Project #32* – Engineering Design and Replacement of Culvert #503 on McCallum Drive over Mill Creek/Scratch-Wigle (MS File No. 18-109)

## **DISCUSSION**

A Request for Proposal (RFP) was posted publicly on the Town's electronic Tendering system on January 24<sup>th</sup>, 2018 at 11:00am local time and closed on February 23<sup>rd</sup>, 2018 at 11:00am. The RFP that was posted to the electronic tendering system along with all applicable addenda can be found in the appendix.

On the closing date, 6 proposals were submitted by various Engineering Consulting firms and evaluated by both the Manager of Municipal Services and the Director of Municipal Services. Using the scoring criteria provided as part of the RFP, each Proponent scored as follows:

<b>Proponent</b>	<b>Average Score /100</b>	<b>Addenda &amp; Appendices Included</b>
Aecom	67.5	<input checked="" type="checkbox"/>
Amec Foster Wheeler	71.8	<input checked="" type="checkbox"/>
<b>Dillon Consulting</b>	<b>83.5</b>	<input checked="" type="checkbox"/>
Pinpoint Engineering	70	<input checked="" type="checkbox"/>
RC Spencer Associates	72.5	<input checked="" type="checkbox"/>
Stantec Consulting	76.8	<input checked="" type="checkbox"/>

As per the table above, Dillon Consulting obtained the highest score mainly because of the high level of understanding of the project scope and their experience with similar projects. Dillon took initiative to investigate the structures on-site during the RFP process and made overarching technical recommendations as part of their proposal and used these to develop a project schedule. In addition, Dillon is able to provide value added concepts to the project scope that will assist the town in risk mitigation and cost control. Although, Dillon was not the lowest bidder, the overall fees outlined in their submission are within budget allocations for the structures.

In review of the project schedules provided as part of Dillon’s proposal, Municipal Services is confident that the Dillon project team will meet the timelines included as part of the RFP as follows:

<b>Structure</b>	<b>Structural Evaluation Report (Completed by)</b>	<b>Design Period (Completed by)</b>	<b>Tender Period (Completed by)</b>	<b>Construction (Completed by)</b>
<b># 18</b>	June 30, 2018	October 1, 2018	June 1, 2019	December 2019
<b># 46</b>	Not Required	October 1, 2018	June 1, 2019	December 2019
<b># 503</b>	Not Required	June 1, 2018	*July 1, 2018	*December 2018

\* - These deadlines are firm, the Town of Kingsville’s Council has approved budget allocations for both the design and construction of this structure in 2018.

## **LINK TO STRATEGIC PLAN**

To promote a safe community.

To become a leader in sustainable infrastructure renewal and development.

## **FINANCIAL CONSIDERATIONS**

From the submitted Proposal submitted by Dillon, the upset limits for each structure is as follows, including all estimated disbursements:

<b>Structure</b>	<b>Total Upset Limit</b>	<b>Budget Value</b>	<b>Variance</b>
Bridge #18	\$93,900	\$84,000	(\$9,900)
Bridge #46	\$64,800	\$82,000	\$17,200
Bridge #503	\$60,800	\$60,000	(\$800)
<b>Total</b>	<b>\$219,500</b>	<b>\$226,000</b>	<b>\$6,500</b>

These prices do not include applicable HST.

From the table above, it can be noted that the budget values for Bridge #18 and #503 have been exceeded by \$9,900 and \$800 respectively. Bridge #46 was submitted by Dillon \$17,200 under budget. Overall, the sum of these values equate to being under budget by \$6,500. Municipal Services recommends that the savings from Bridge #46 offset the budget overages for Bridge #18 and #503.

## **CONSULTATIONS**

Dillon Consulting  
Municipal Services

## **RECOMMENDATION**

That Council authorize Municipal Services to enter into an agreement with Dillon Consulting for engineering services for the following structures:

- *Project #37* – Engineering Design for Bridge #18 on Road 11 over Ruscom River (MS File No. 18-107)
- *Project #38* – Engineering Design for Bridge #46 on South Talbot Road over Boose Drain (MS File No. 18-108)
- *Project #32* – Engineering Design and Replacement of Culvert #503 on McCallum Drive over Mill Creek/Scratch-Wigle (MS File No. 18-109)

Moreover, that Council authorize funding the possible overages of Bridge #18 and #503 with the surplus from Bridge #46.

Respectfully Submitted,

G.A. Plancke  
G.A. Plancke, Civil Eng. Tech (Env.)  
Director of Municipal Services

Peggy Van Mierlo-West  
Peggy Van Mierlo-West, C.E.T.  
Chief Administrative Officer