



REQUEST FOR PROPOSAL

File No. 18-102

**ENGINEERING SERVICES FOR
2018 BRIDGE PROGRAM**



REQUEST FOR PROPOSAL
File No. 18-102
2018 Bridge Program

Addendum No. 1

January 26th, 2018

This addendum forms part of the Contract Documents and amends these documents. Proponents shall acknowledge the addendum on the Town's Electronic Tendering System in order to submit a Proposal.

<u>Item</u>	<u>Description</u>
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<u>Terms of Reference</u>	
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- | | |
|----|------------------------------------------------------------------------------------------------------|
| 1. | Page 14 – Clause 3.3 – Design Period Services
Replace the following bullet point in its entirety: |
|----|------------------------------------------------------------------------------------------------------|

- Completion of a topographic survey of existing conditions.

With the following:

- *Completion of a topographic survey of existing conditions. The successful Proponent will be responsible for arranging and coordinating utility locates and exploratory daylighting in order to complete this task. Any third party expenses for daylighting shall be invoiced to the Town directly by the sub-contractor and any expenses incurred for locates shall be included as a disbursement.*

- | | |
|----|-----------------------------------------------------------------------------------------------------------|
| 2. | Page 16 – Clause 3.5.1 – Site Investigations / Inspections and Field Reviews
Add paragraph as follows: |
|----|-----------------------------------------------------------------------------------------------------------|

In an effort to meet Ministry of Natural Resources and Forestry (MNRF) requirements, it will be the responsibility of the successful Proponent to procure and coordinate efforts for any screening and/or field reviews

completed by a biologist to meet current legislation. Any third party expenses for the Biologist shall be invoiced to the Town directly by the sub-contractor.

3. Page 17 – Clause 4.1 – Bridge #18 – Road 11 Bridge over Ruscom River
Add paragraph as follows:

When undergoing deck condition survey, the Town will provide all labour and equipment necessary to expose regions of the bridge deck for inspection by the successful Proponent, including all traffic control. The successful Proponent shall provide full time inspection during this survey. These expenses shall be included in the flat rate cost associated with preparing the structural evaluation report outlined above and quoted in the Proposal Submission Form.

4. Page 17 – Clause 4.2 – Bridge #46 – South Talbot Road over No. 5 Drain
Replace the following paragraph in its entirety:

In an effort to maintain waterway flows and comply with the regions Conservation Authority, replacement structures should be constructed to like or better in terms of hydraulic flow and capacity.

With the following:

In an effort to maintain waterway flows and comply with the regions Conservation Authority, replacement structures should be constructed to like or better in terms of hydraulic flow and capacity. This shall be verified by performing a hydraulic study and preparing a report to confirm the hydraulic opening of the structure is adequate.

5. Page 17 – Clause 4.3 – Bridge #503 – McCallum Drive Culvert over Mill Creek

Revise the following paragraph in its entirety:

In an effort to maintain waterway flows and comply with the regions Conservation Authority, replacement structures should be constructed to like or better in terms of hydraulic flow and capacity.

With the following:

In an effort to maintain waterway flows and comply with the regions Conservation Authority, replacement structures should be constructed to like or better in terms of hydraulic flow and capacity. This shall be verified by

performing a hydraulic study and preparing a report to confirm the hydraulic opening of the structure is adequate.

Questions and Answers

6. Question: Could you let us know if there is a formula used in evaluating the assignment of points (max 30) with regard to the fee portion of our submission or is this a subjective assignment?
- Answer: Proponent's fees are assessed using a formula, this is not a subjective score. The formula for calculating this score will not be disclosed.

Except for the contents of the Addendum, all other terms and conditions of this tender shall remain in full force and effect.

Corporation of the Town of Kingsville

2021 Division Road North

Kingsville, Ontario, N9Y 2Y9

Attention:

Kevin J. Girard, P.Eng.

Manager of Municipal Services

kgirard@kingsville.ca



**REQUEST FOR PROPOSAL
File No. 18-102
2018 Bridge Program**

Addendum No. 2

January 31st, 2018

This addendum forms part of the Contract Documents and amends these documents. Proponents shall acknowledge the addendum on the Town's Electronic Tendering System in order to submit a Proposal.

Item Description

Terms of Reference

Questions and Answers

1. Question: Is possible to group Bridge #46 and #503 into one tender contract package as the current RFP is clear in Item 3.4 page 15 that they need to be tendered separately.

Answer: *No. In addition to clause 3.4, clause 3.7 on page 16 of the Terms of Reference outlines timelines to be met for each structure. Bridge #503 has been approved by Council for design and construction in 2018 and the tendering and construction of the other structures are subject to Council approval.*

2. Question: Does the Town of Kingsville expect the consultant to follow the roadside safety guidelines set out in the new MTO Roadside Design Guide or the TAC Geometric Design Guidelines for Canadian Roads for this assignment?

Answer: *In terms of safety, both guidelines should be considered by the Successful Proponent in the design of these structures as discussed in the MTO Roadside Design Guide Section 1.7.*

3. Question: Would you happen to have the original drawings for Bridge #18 you could send over so we could take a look at?

Answer: *There are no technical documents in the Town of Kingsville records for this structure.*

Except for the contents of the Addendum, all other terms and conditions of this Request for Proposal shall remain in full force and effect.

Corporation of the Town of Kingsville

2021 Division Road North

Kingsville, Ontario, N9Y 2Y9

Attention:

Kevin J. Girard, P.Eng.

Manager of Municipal Services

kgirard@kingsville.ca



REQUEST FOR PROPOSAL
File No. 18-102
2018 Bridge Program

Addendum No. 3

February 14th, 2018

This addendum forms part of the Contract Documents and amends these documents. Proponents shall acknowledge the addendum on the Town's Electronic Tendering System in order to submit a Proposal.

Item Description

Terms of Reference

Questions and Answers

1. Question: In regard to your response in Addendum #2 that there are no available drawings for Bridge #18, we have the following comments. There is a lot of leaking and leachate deposits observed at the joints, which eventually would cause corrosion of the stirrups and the side strands. Hence, a load evaluation that takes into account the ongoing deterioration would be difficult and uncertain. As well, any methods employed for reinforcement scanning would be indeterminate as the entire girder is not accessible at any location. As such, any assessment of the load capacity of the bridge or determination of a load posting will be approximate and ambiguous. Without existing drawings, please reconsider the Town's requirement for a load evaluation / load posting at Bridge #18.

Answer: *Each Proponent will be required to submit the Structural Evaluation Report as per clause 4.1 of the Terms of Reference. Should the successful Proponent's investigations be considered an approximation, the successful Proponent shall state the limitations of the investigations as part of the*

report and make recommendations accordingly. The recommendation for load posting was marked “if applicable” under clause 4.1. As a point of clarification, load restrictions are only to be recommended if the structure is found to have major performance deficiencies that would warrant temporary load posting until remedial measures take place.

2. Question: The RFP indicates consultation with Aboriginal Communities, which suggests a Schedule B; however, the MCEA document points to a Schedule A+ project:

24. Reconstruction of a water crossing where the reconstructed facility will be for the same purpose, use, capacity and at the same location. (Capacity refers to either hydraulic or road capacity but does not include alterations to include or remove facilities for cycling, pedestrians or to support utilities.) This includes ferry docks.

The provided addenda do not address which schedule the project is following under the MCEA. The different schedules have varying levels of effort from an EA perspective. Can you please clarify which schedule the project is following under the MCEA?

Answer: *Since these structures will be constructed or rehabilitated with like or better hydraulic flow and capacity as per clauses 4.2 and 4.3 of the Terms of Reference, they will be required to undergo an MCEA Schedule A+.*

3. Question: It is mentioned in section 3 of the RFP that “the scope of work for this project is to carry out the detailed design and preparation of bid documents package, tender period services, construction period services and maintenance period services for all three (3) structures listed herein.” It is further explained in section 3.3 that “the proponent is to perform/provide all necessary site investigations, survey and field testing required for the detailed design of each of the three structures”.

Would the municipality of Kingsville like proponents to include scope in their costing for the completion of a Municipal Heritage Bridges Cultural, Heritage and Archaeological Resources Assessment Checklist Revised April 11, 2014 where appropriate? This checklist was prepared in March 2013 by the Municipal Engineers Association to assist with determining the requirements to comply with the Municipal Class Environmental Assessment and is typically triggered on structures over 40 years old. This checklist will determine the

need for any further heritage or archaeological assessment at any of the three locations.

Answer: *None of the structures as part of this RFP require the completion of a Municipal Heritage Bridges Cultural, Heritage and Archaeological Resources Assessment Checklist.*

Except for the contents of the Addendum, all other terms and conditions of this Request for Proposal shall remain in full force and effect.

Corporation of the Town of Kingsville

2021 Division Road North

Kingsville, Ontario, N9Y 2Y9

Attention:

Kevin J. Girard, P.Eng.

Manager of Municipal Services

kgirard@kingsville.ca



**REQUEST FOR PROPOSAL
File No. 18-102
2018 Bridge Program**

Addendum No. 4

February 20th, 2018

This addendum forms part of the Contract Documents and amends these documents. Proponents shall acknowledge the addendum on the Town's Electronic Tendering System in order to submit a Proposal.

Item Description

Terms of Reference

Questions and Answers

1. Question: With respect to the meetings and presentations with the Town as part of the scope of the project, are they to be held at the Town offices?

Answer: *For all in-person meetings with the Town as described in clauses 2.1, 3.1, 3.2, 3.3, 3.5, and 6 of the Terms of Reference, they will be held at Town Hall in the Town of Kingsville located at 2021 Division Rd North, Kingsville, Ontario, N9Y 2Y9.*

Except for the contents of the Addendum, all other terms and conditions of this Request for Proposal shall remain in full force and effect.

Corporation of the Town of Kingsville

2021 Division Road North

Kingsville, Ontario, N9Y 2Y9

Attention:

Kevin J. Girard, P.Eng.

Manager of Municipal Services

kgirard@kingsville.ca



REQUEST FOR PROPOSAL
File No. 18-102
2018 Bridge Program

Addendum No. 5

February 21st, 2018

This addendum forms part of the Contract Documents and amends these documents. Proponents shall acknowledge the addendum on the Town's Electronic Tendering System in order to submit a Proposal.

<u>Item</u>	<u>Description</u>
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Instruction to Proponents

1. Page 10 – Clause 21 – Method of Submission
Replace the following paragraph in its entirety:

Bid submissions shall be received by the Town of Kingsville's electronic tendering system not later than **11:00:00 p.m. (11:00:00 hours)** Eastern local time, on the specified closing date. The closing time shall be determined by the Bidding System web clock.

With the following:

*Bid submissions shall be received by the Town of Kingsville's electronic tendering system not later than **11:00:00 a.m. (11:00:00 hours)** Eastern local time, on the specified closing date. The closing time shall be determined by the Bidding System web clock.*

Except for the contents of the Addendum, all other terms and conditions of this tender shall remain in full force and effect.

Corporation of the Town of Kingsville

2021 Division Road North
Kingsville, Ontario, N9Y 2Y9

Attention:

Kevin J. Girard, P.Eng.

Manager of Municipal Services

kgirard@kingsville.ca

TABLE OF CONTENTS

Instruction to Proponents.....	1-10
1. Introduction	1
2. Delivery of Proposal	1
3. Proposal Submission	2
4. Proposal Costs	3
5. Evaluation of Proposals	3
6. Insurance	4
7. Employment Insurance and Workplace Safety and Insurance Act	5
8. Occupational Health and Safety Act	6
9. Accessibility for Ontarians with Disabilities Act	6
10. Reservation of Rights	6
11. Addenda	7
12. Conflict of Interest	7
13. Confidentiality	7
14. Pricing to Remain Firm	8
15. Payment of Fees	8
16. Agreement	8
17. Procurement Policy By-Law/Governing Law	8
18. Accuracy of RFP and Related Documents	8
19. Towns Rights and Options	9
20. Professional Responsibility	10
21. Method of Submission	10
 Terms of Reference.....	 11-19
1. Introduction	11
2. Scope of Services	12
3. Scope of Work	13
4. Preferred Method / Design	17
5. Cost and Quality Control	18
6. Deliverables / Meeting Schedule	18
7. Consultants Responsibility	19

APPENDIX A – Accessibility Agreement

APPENDIX B – Proposal Submission

APPENDIX C – Bridge and Culvert Inspections

1. **INTRODUCTION**

The Town of Kingsville was amalgamated combining the former Townships of Gosfield North, Gosfield South and Town of Kingsville and provides a unique blend of picturesque small urban centres to live in such as, the Village of Cottam and Hamlet of Ruthven in addition to the former Town of Kingsville. The current population of the Town of Kingsville is approximately 21,000.

2. **DELIVERY OF PROPOSAL**

2.1 **Closing Date and Time**

Proposals shall be submitted on or before **Friday February 23rd, 2018 at 11:00 a.m.** local time. Any proposals received after the specified closing date and time will not be considered.

The proposal schedule is as follows:

Task	Date
Issue Request for Proposal	January 24 th , 2018
Receive Proposals	February 23 rd , 2018
Proponent Interviews (if required)	March 2 nd , 2018
Award of Contract	March 12 th , 2018
Completion of Contract (Construction Completed by)	December 2019

2.2 **Corporate Contacts**

Additional information regarding this Request for Proposals can be obtained by contacting the following person(s) by email:

Kevin Girard, P.Eng
Manager of Municipal Services
kgirard@kingsville.ca

2.3 **Acceptance of Proposals**

The lowest bid of any Proposal may not necessarily be accepted. The Corporation of the Town of Kingsville also reserves the right to delete any part, or parts from the Proposal without stating reasons thereof. In the event of any deletion, it is agreed that the proponents will have no claim for loss of potential profit or overhead costs.

3. PROPOSAL SUBMISSIONS

Submissions shall, at a minimum, address all of the following:

3.1 Statement of Qualifications

A statement of qualifications including the following:

- a) Expertise and experience of the firm and project team members relative to the scope of work contained in this RFP;
- b) References and samples of comparable projects completed by the Proponent within the last five (5) years;
- c) Identification and statement of qualifications of the principal(s) and all project team members who will be assigned to the projects. A description of their role(s) on the project team, and,
- d) Current workload and ability of Consultant to complete project(s) in a timely manner.

The Town of Kingsville may investigate other works performed by a Proponent as it deems necessary to determine the ability of the Proponent to perform the work. The Town reserves the right to reject any proposal if the evidence submitted by or investigation of a Proponent fails to satisfy it that the Proponent is qualified to carry out the obligations of the contract.

3.2 Understanding the Scope of Work

Proposals shall include:

- a) Acknowledgement of the Scope of Work and Deliverables;
- b) A clear description of the Consultant's approach to the project with a clear statement of work responsibilities, time commitments and proposal fees;
- c) Identification of any statutory requirements that may impact the project,
- d) A proposed project schedule, including details on project milestones
- e) A schedule of proposed man hours supporting the project schedule and fee proposal.
- f) A total proposal fee. The Proposal Fee shall be a firm price (upset limit) and include all payroll costs, benefits, overhead and profit. All disbursement costs for printing, telephone charges, approved travel, etc. shall be included and would be reimbursable at cost. Invoices must accompany all expenses.
- g) A description of cost control measures that will be employed to effectively handle the project budget must be included. The Consultant must specify in the proposal, the total consulting fees required to satisfy the terms of reference.
- h) Identification and detail for all costs for each stage of the work plan, by project task, specific time and cost breakdown for each major activity and workload by staff and sub consultants assigned to this project.

- i) Identification of total man hours for each stage of the work plan, by project task and staff allocated for each major activity assigned to this project.
- j) The fee structure shall be based on milestones and deliverables to the Town of Kingsville over the duration of the contract period.

3.3 Deliverables

The following shall make up the sections of the proposal document uploaded to the Town of Kingsville's electronic tendering system. Failure to upload all sections listed below will result in significant reduction in the overall scoring as described in Section 6 of this document. (Evaluation of Proposals)

- a) Introduction/Understanding of Project Scope (Max. 3 pages)
- b) Qualifications of project personnel (Max. 3 pages)
- c) Experience with projects of similar size and scope (Max. 6 pages)
- d) Project work plan, schedule, approach and methodology (Max. 6 pages)
- e) Proposal fee, manpower involvement and availability of key personnel (Max. 4 pages)
- f) Cost control measures (Max. 2 pages)
- g) Accessibility Agreement (Provided in Appendix A)
- h) Proposal Submission (Provided in Appendix B)

4. PROPOSAL COSTS

The Town is not liable for any costs incurred by the Proponents in preparing responses to this RFP or for any work performed prior to official appointment by the Town.

5. EVALUATION OF PROPOSALS

The consultant shall specify in their Request for Proposal, a detailed summary of the activities that the consultant will require the Municipal staff to carry out. Municipal Staff will have limited involvement in this project.

The proposal submission should be clear, concise and complete. The Town of Kingsville shall be the sole, final decision in the selection process.

A combined quality and cost based comparison will be used, where the Evaluation Committee weighs and combines scores of the technical and financial portion of the proposal to obtain final ranking of the proposals and recommendation for award. The criteria used to evaluate technical proposals and the points (or weights) given to each are noted below:

Criteria	Maximum Score
Fee Proposal	30
Experience with Similar Projects and Qualifications of Key Personnel	20
Understanding of Project Scope and Proposal Quality	15
Proposed Work Plan and schedule	25
Value Added / Innovative Concepts	10
Total Points	100

All proponents should carefully review this request for proposal for errors or questionable matter. Comments or the need for clarification must be made in writing as requested in this RFP. Disputes based on any omission or error, or on the content of the solicitation, will be disallowed if these faults have not been brought to the attention of the Town of Kingsville as per the terms set out in this Request for Proposal.

6. INSURANCE

6.1 Insurance Coverage

Consultants are required to maintain the following insurance coverage for the full term of the Contract and any subsequent maintenance periods. There are to be no lapses in insurance at anytime during the Contract. Failure for the Firm to maintain its insurance current will result in the Contract being terminated.

The minimum insurance requirements of the Town of Kingsville, in Canadian dollars, shall be as follows:

6.1.1 General Liability Insurance

To an amount not less than Five Million Dollars (\$5,000,000.00) per occurrence including but not limited to bodily injury, death, personal injury, property damage, tenant legal liability, contractual liability, cross liability/severability of interest provisions, product and completed operations coverage, Town of Kingsville's protective coverage and non-owned automobile coverage.

Coverage shall not contain any exclusions or limitations in respect of tunneling, shoring, underpinning, raising or demolition of any building or structure, pile driving, caisson

work, collapse of any structure or land from any cause. The Tenderer shall be solely responsible for all damage, loss or costs resulting directly or indirectly from such use.

Coverage shall be endorsed to include all of the following parties listed below as additional named insureds all of whom shall also be indemnified from and against all claims, demands, losses, costs or any incidental, indirect, special or consequential damages, or any loss of use, revenue or profit arising out of or in any way related to the performance of the Contractor's obligations under the contract.

- Corporation of the Town of Kingsville

The successful Proponent shall be responsible for any loss or losses within the deductible limit. The coverage shall be primary and the insurer will act as first loss insurer against the risk covered and not excess to any other insurance available to the additional insured.

6.1.2 Automobile Liability Insurance

The successful Proponent shall also carry coverage for a minimum of Two Million Dollars (\$2,000,000) per occurrence in third party liability insurance on the vehicles (both owned and not owned by the Firm) used in the performance of the Work inclusive for bodily injury, including death, personal injury and property damage arising from any one accident or occurrence.

6.1.3 Professional Liability Insurance

The successful Proponent shall also carry Professional Liability Insurance in a minimum of Two Million Dollars (\$2,000,000) per occurrence subject to an annual aggregate of Four Million Dollars (\$4,000,000.00).

6.2 Change in Coverage

If the Client requests, in writing, to have the amount of coverage increased or to obtain other special insurance for this Project then the Consultant shall endeavour forthwith to obtain such increased or special insurance at the Client's expense as a disbursement.

It is understood and agreed that the coverage provided by these policies will not be changed or amended in any way nor cancelled by the Consultant until thirty (30) days after written notice of such change or cancellations has been personally delivered to the Client.

6.3 Proof of Insurance

Proof of such insurance is to be submitted and filed to the Town of Kingsville contact listed in Section 2.2 of the Information to Proponents before commencing any work.

7. EMPLOYMENT INSURANCE AND WORKPLACE SAFETY AND INSURANCE ACT

The Consultant shall at all times, pay or cause to be paid, any assessment or compensation required to be paid pursuant to the *Workplace Safety and Insurance Act*. The Consultant shall, at the time of entering into a contract with the Town, provide to the

Town satisfactory proof that all assessments or compensation payable to the Board have been paid and the Town may, at any time during the performance or upon the completion of such contract require a further declaration that such assessments or compensations have been paid.

A Certificate of Clearance shall be submitted with every invoice during the project term.

The Consultant clearly understands and agrees that they are not covered by the Town of Kingsville under the Workplace Safety and Insurance Board, the *Unemployment Act*, or any Act, whether Provincial or Federal, in respect of the Consultant, their employees and operations, and shall upon request furnish the Town of Kingsville with such satisfactory evidence that he has complied with the provisions of any such Acts.

If the Consultant fails to do so, the Town of Kingsville shall have the right to withhold payments of such sum or sums of money due to them that would be sufficient to cover their default and the Town of Kingsville shall have the right to pay same. Information on coverage under the Workplace Safety and Insurance Act can be obtained directly from the Workplace Safety and Insurance Board. The Town is not to be deemed the employer or the supplier of a Consultant's personnel under any circumstances whatsoever.

8. OCCUPATIONAL HEALTH AND SAFETY ACT

The successful proponent shall comply with all conditions and regulations of the *Occupational Health and Safety Act* and all applicable regulations and amendments thereto and any other Federal or Provincial Statute or Local By-Law concerning safety during the term of their work on this contract. The Consultant will agree to take full responsibility for any Health and Safety violations as well as the cost to defend such charges as a result of any violation.

9. ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT

Consultants will provide the Town with documentation indicating that training in accordance with the requirements of regulation 429/07 has been provided to all of their staff who will be providing services on behalf of the Town of Kingsville. Refer to Appendix A – Contractor Accessibility Agreement. Information on accessible customer service training is available online from the Ministry of Community and Social Services at www.accesson.ca/index.aspx.

10. RESERVATION OF RIGHTS

Proponents will not have the right to change conditions, terms or prices of the proposal once the proposal has been submitted in writing to the Town, but shall have the right to withdraw a proposal once it has been submitted up to the closing date and time provided in Section 2.1 of this document.

11. ADDENDA

The Town reserves the right to issue addenda to this Request for Proposal. It is the responsibility of Proponents to review and include addenda in their submissions for any addenda issued following the issuance of this Request for Proposal.

Addendum/Addenda will typically be issued through the Town of Kingsville's electronic tendering system, Forty-eight (48) Hours prior to Closing Time and Date.

In the event an addendum is issued within Forty-eight (48) Hours prior to Closing Time and Date, it may include an extension of the Closing Time and Date. It is the responsibility of the proponent to have received all Addendum/Addenda that have been issued. Proponents should check online at <https://kingsville.bidsandtenders.ca> prior to submitting their Proposal and up until closing time and date in the event additional addendums are issued.

The Corporation encourages Proponents **not** to submit their Proposal **prior to** forty-eight (48) hours before the Bid closing time and date, in the event that an addendum is issued. If a Proponent submits their proposal prior to this or at any time prior to the closing and an addendum/addenda is issued by the Corporation, the Town of Kingsville shall **WITHDRAW** their submission. The Proponent is solely responsible to:

- i) make any required adjustments to their Proposal; and
- ii) acknowledge the addendum/addenda; and
- iii) Ensure the re-submitted Proposal is **RECEIVED** by the Town of Kingsville no later than **11:00:00 a.m. (11:00:00 hours) local time**, on the Closing Date.

12. CONFLICT OF INTEREST

Proponents participating in this Request for Proposal process shall disclose, prior to entering into an agreement, any potential conflict of interest. If such a conflict exists, the Town of Kingsville may, at its discretion, withhold the award of a contract from the Proponent until the matter is resolved.

13. CONFIDENTIALITY

The Town and the Proponent agree that the content of each response to this RFP will be held in the strictest confidence, and details of any response will not be discussed with any other party. By submitting a response to this RFP, each Proponent agrees not to disclose, at any times, these details. Only information subject to the *Freedom of Information and Privacy Act R.S.O. 1990, C.M. 56* may be disclosed. The Town agrees to notify the Proponent should a request for information be received.

14. PRICING TO REMAIN FIRM

Pricing provided under this Request for Proposal shall remain firm for a period of sixty (60) days from the date of closing this Request for Proposal.

Final acceptance of the proposal will be subject to the successful negotiation and execution of a written contract meeting the expenditure limits and required terms and conditions acceptable to the Town.

15. PAYMENT OF FEES

The Consultant's Proposal will provide the Town with a timeline of deliverables with their associated cost. The Town will pay the Consultant its fees based on the completion of milestones as defined within the Consultant's proposal.

The timeline provided by the Proponent will provide the number of person hours, the amount of fees, and the amount for disbursements for each task.

16. AGREEMENT

The successful Proponent will be required to enter into an agreement with the Town upon Town Council authorizing the execution of an agreement. The successful Proponent shall prepare an agreement based on the M.E.A./C.E.O. Client/Consultant Agreement for Municipal Works or a standard Consultant's agreement as an alternative as approved of by the Town.

17. PROCUREMENT POLICY BY-LAW/GOVERNING LAW

Proposals will be called, received, evaluated, accepted and processed in accordance with the Town's Procurement and Purchasing Policy By-Law. By submitting a Proposal for this subject, the Proponent agrees to be bound by the terms and conditions of such By-Law and any amendments thereto, as fully as if it were incorporated herein.

Any Contract resulting from this Request for Proposal shall be governed by and interpreted in accordance with the laws of the Province of Ontario.

18. ACCURACY OF RFP AND RELATED DOCUMENTS

The Town has provided herein information as accurately as possible, but assumes no responsibility whatsoever for the completeness or the accuracy of the information presented in this RFP or otherwise distributed or made available formally or informally during this procurement process. Without limiting the generality of the foregoing, the Town will not be bound by, or be responsible for, any explanation or interpretation of the proposed documents other than those prepared in writing. All the information contained in this document, or from a separate written request from the Town, is subject to the provisions of this section.

19. TOWN'S RIGHTS AND OPTIONS

The Town also reserves and may exercise, at its sole discretion, the following rights and conditions with regard to this RFP and the procurement process. By submitting a Proposal, the Consultant acknowledges and consents to the following conditions relative to the procurement process and selection of the Consultant. The Town reserves the right to:

- a) waive any technicalities or immaterial irregularities in the Proposals/Submissions;
- b) seek clarifications from any or each of the Consultants in order to fully understand the nature of the submissions and evaluate and rank the Proposals;
- c) discuss different or additional terms to those included in the RFP or received in any Proposal, and to amend or modify any terms of this RFP;
- d) postpone or change the date for receipt of Proposals or any other deadlines and dates specified in this RFP upon notice to proponents, and, a Consultant, by submitting a Proposal, agrees to be bound by any modifications made by the Town;
- e) conduct investigations with respect to the information provided by each Consultant, and to request additional evidence to support the information included in the Proposal;
- f) accept or reject, for any reason, at its sole discretion, any and all Proposals and components thereof to eliminate any and all Consultants from further
- g) consideration for this procurement and to abandon this procurement process at the Town's convenience at any time;
- h) eliminate any Consultant who submits incomplete or inadequate responses or is not responsive to the requirements of this RFP;
- i) require Consultants to send representatives to the Town for interviews and presentations;
- j) discontinue negotiations with any Consultant.

All Proposals become the property of the Town and will not be returned.

All activities related to the Project shall be subject to the applicable laws.

Neither the Town, its staff, representatives, nor any of its consultants or agents will be liable for any claims or damages resulting from solicitation, collection, review or evaluation of Proposals.

20. PROFESSIONAL RESPONSIBILITY

The successful component will be required to seal all documents issued for the project. Only qualified and experienced engineering professionals will be considered.

21. METHOD OF SUBMISSION

All Proposals are to be completed and submitted utilizing the Corporation of the Town of Kingsville's electronic tendering system, on or before the closing date and time at the web address below.

<https://kingsville.bidsandtenders.ca/Module/Tenders/en>

No hard copies of the Proposal will be accepted or considered.

All Proponents shall have a Bidding System Vendor account and be registered as a Plan Taker for this Bid opportunity, which will enable the Bidder to download the Bid Call Document, to receive Addenda/Addendum email notifications, download Addendums and to submit their bid electronically through the Bidding System.

Bid submissions shall be received by the Town of Kingsville's electronic tendering system not later than **11:00:00 p.m. (11:00:00 hours)** Eastern local time, on the specified closing date. The closing time shall be determined by the Bidding System web clock.

Bidders are cautioned that the timing of Bid Submission is based on when the Bid is **RECEIVED** by the Bidding System, **not** when a Bid is submitted by a Bidder, as Bid transmission can be delayed in an ***"Internet Traffic Jam"*** due to file transfer size, transmission speed, etc.

21.1 Mandatory Requirements

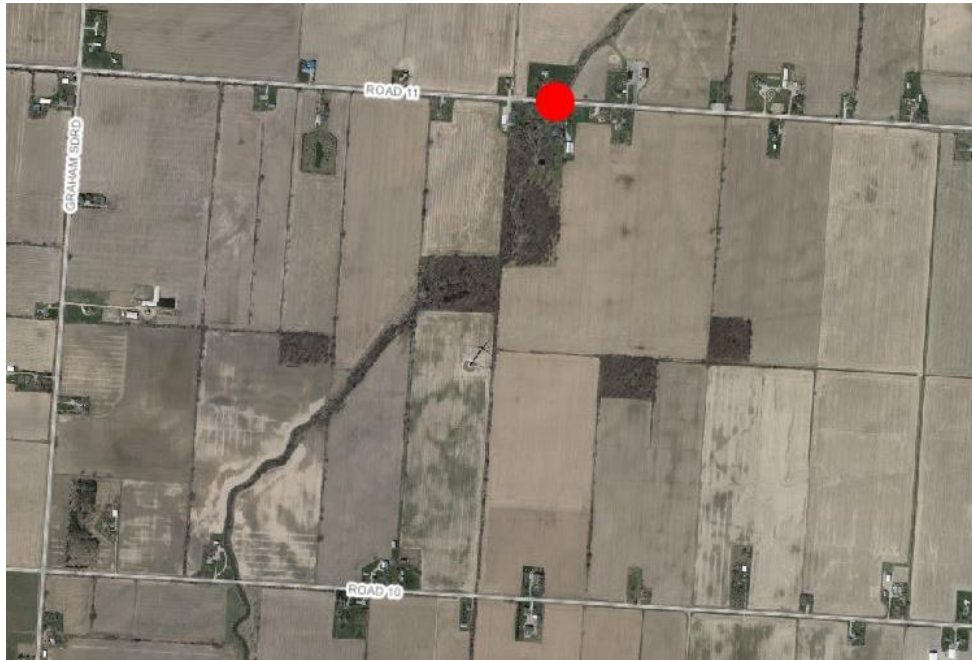
Submissions under this Request for Proposal must include all of the following documents:

- a) Vendor Accessibility Agreement (Appendix A)
- b) Proposal Submission (Appendix B)
- c) WSIB Clearance certificate

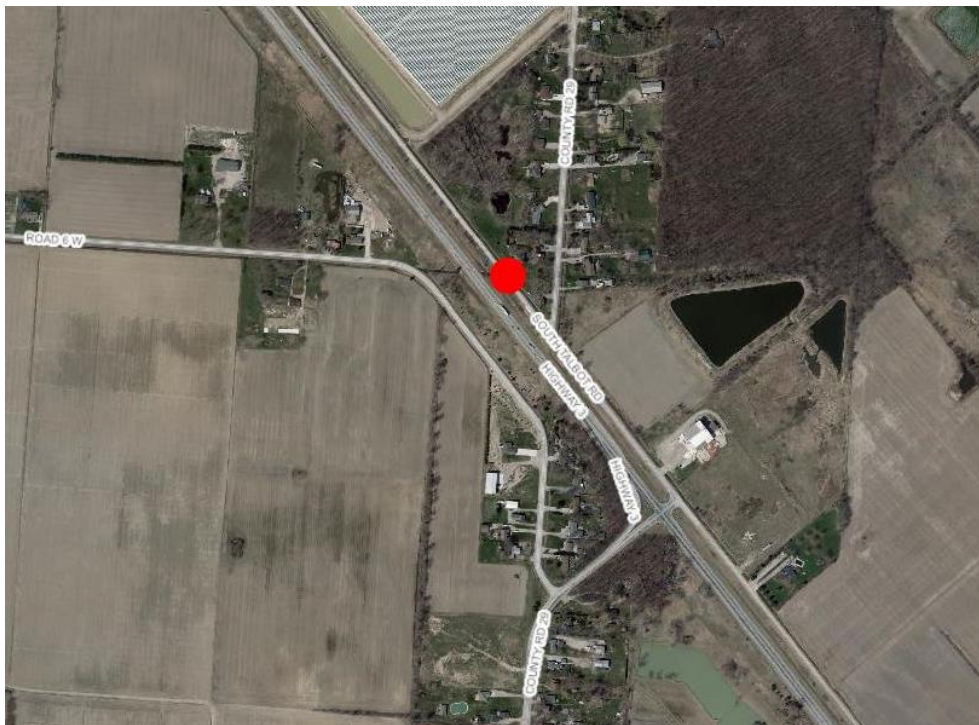
1. INTRODUCTION

The Town is currently seeking proponents for the detailed design, contract preparation and administration, and inspection services for the following structures:

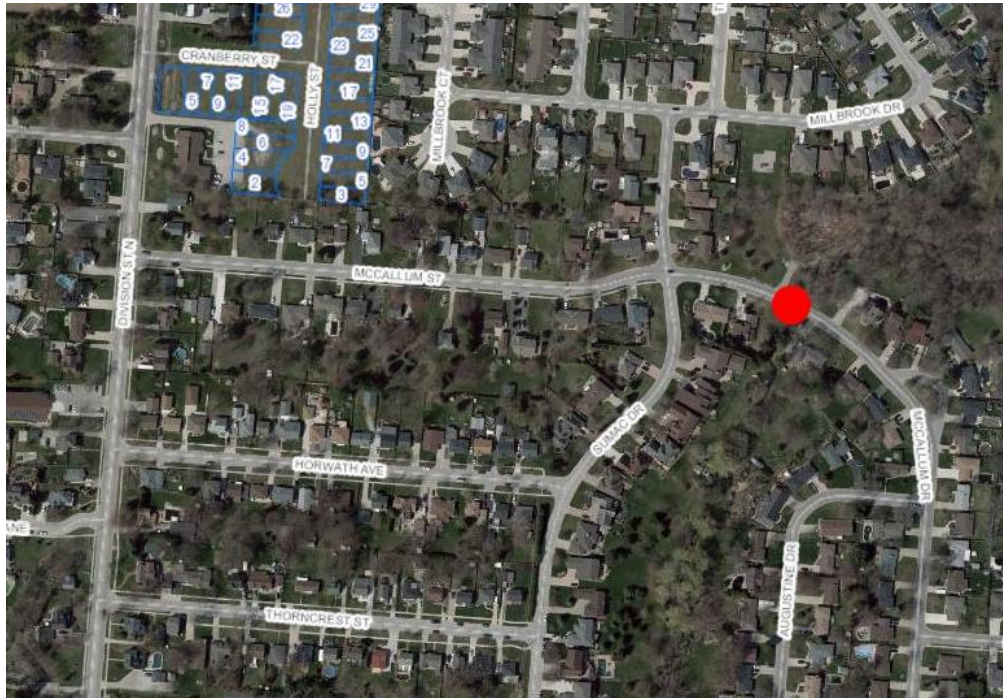
- Bridge #18 – Road 11 Bridge over Ruscom River



- Bridge #46 – South Talbot Road over No.5 Drain



- Bridge #503 – McCallum Drive Culvert over Mill Creek



An overall map of the Town displaying the location of the structures and the most current OSIM inspection reports are found in Appendix C.

2. SCOPE OF SERVICES

2.1 Project Management

The Project Management Team will consist of the Town's Project Manager and the Proponent's Project Manager.

The Proponent is requested to identify one senior individual by name, email and telephone number who will act as the Proponents primary contact with the Town with regard to all three (3) of the projects included as part of this RFP. It is the Proponent's responsibility to understand all aspects of the RFP and to obtain clarification if necessary before submitting their Proposal.

The Proponent's Project Manager will make all day-to-day decisions, address requests for information, and provide direction to design staff. The Town's Project Manager is to be:

- Kept informed of the progress regularly. It is expected that there will be a monthly progress report and a bi-monthly progress meeting for the duration of the project and that the Proponent will prepare minutes for each meeting.

- Copied on all correspondence.
- Advised of significant problems/issues, options considered and solutions adopted.
- Consulted regarding deviations from standards, specification and procedures prior to their implementation.
- Involved in any meetings with stakeholders, if applicable.
- Advised of any potentially controversial issues.
- Consulted prior to changes to the project schedule.

2.2 Agency Consultation

Agencies to be included in the consultation process include, but are not limited to:

- Major Utility Companies (ie. HydroOne, Union Gas, Bell Canada, GofieldTel)
- Essex Region Conservation Authority (ERCA)
- County of Essex
- Ontario Ministry of Culture
- Ontario Ministry of the Environment and Climate Change
- Ontario Ministry of Natural Resources and Forestry
- Fisheries and Oceans Canada (DFO)
- Aboriginal Communities
- Emergency Services

The Proponent will be responsible for confirming the list of affected agencies and for coordinating all activities and submittals with these agencies. The Proponent should expect that a design aspect that affects an Agency would have to be reviewed, commented upon and /or approved by that entity prior to its acceptance by the Town.

3. SCOPE OF WORK

The scope of work for this project is to carry out the detailed design and preparation of bid documents package, tender period services, construction period services and maintenance period services for all three (3) structures listed herein.

3.1 Project Initiation

Meet with the Town's Project Manager and other Town staff at the outset of the assignment to:

- Obtain relevant background information
- Confirm the extent of services, work program and project schedules

Following the meeting, the Successful Proponent shall submit an updated work program and project scheduled to the Town's Project Manager within two (2) weeks for approval reflecting any changes discussed.

Assemble a project contact list in consultation with the Town's Project Manager, and notify the review agencies and other stakeholders by letter or other appropriate method of communication.

3.2 Project Management

Arrange, attend, prepare and issue minutes for all meetings and provide written responses to questions raised at all meetings with Town staff, review agencies and other stakeholders. The successful Proponent shall issue correspondence resulting from the meeting (minutes, responses, etc.) within five (5) business days.

Prepare and submit plans, specifications, reports and applications to the Town, review agencies and other stakeholders to secure required approvals, permits or clearances.

Prepare and submit a monthly progress report including work completed that month, anticipated work for the following month, issues and concerns, and any potential changes to scope, budget or schedule. Reports will be submitted through the design, tender and construction period only. A final report will be submitted to the Town's Project Manager upon substantial completion of each structure. No report is required during or after the maintenance period.

3.3 Design Period Services

The successful Proponent shall prepare a detailed design for each of the preferred solutions provided in Section 4 of the Terms of Reference. The scope of work includes, but is not limited to:

- The review of existing drawings and documents provided by the Town at Project Initiation, if any available.
- Perform/provide all necessary site investigations, survey and field testing required for the detailed design of each of the three (3) structures.
- Carrying out an on-site inspection to assess if any further deterioration has occurred since the last inspection.
- Completion of a topographic survey of existing conditions.
- Arrangement of any field investigations by third party contractors, such as geotechnical. All third party services will be contracted and paid for by the Town directly.
- Meeting with the Town to discuss final design elements to be included in the tender documents.
- Contacting all Agencies and Stakeholders on the Town's behalf and provide all necessary permits/submittals.
- Finalizing design drawings and specifications to be provided to the Town.

- Providing a budgetary cost estimate and schedule for construction. To be reviewed and approved by Town of Kingsville's Council before proceeding to the Tender Period phase.

3.4 Tender Period Services

The successful Proponent shall prepare individual tender packages for each of the structures that form this RFP. The scope of work includes, but is not limited to:

- Preparation of "Issue for Tender" drawings and specifications following the final design. Town to arrange for advertising and call for tenders.
- Responding to questions from Contractors and prepare addenda as needed. Town to issue and manage all questions and addenda.
- Review of submitted tenders and preparation of tender report with recommendations for award. Town to award contract and prepare, coordinate and manage execution of contract documents with Contractor.

3.5 Construction Period Services

For each of the structures included as part of this RFP, the scope of work includes, but is not limited to:

- Preparation of "Issued for Construction" drawings and specifications and distribute to the Town and successful Contractor.
- Arrangement for and chair a pre-construction meeting with preparation and distribution of minutes.
- Calling, attending and preparation of minutes for progress site meeting approximately every two (2) weeks.
- Arrangement of pre-construction photos.
- Reviewing shop drawings and submittals from Contractor.
- Coordination with Utilities throughout contraction period, providing for any ancillary utility relocation work that may be required as construction progresses.
- Coordination of testing of materials to be integrated into the works including liasing with the Contractor as needed.
- Reviewing material testing reports.
- Preparation and issuance of construction change orders as required.
- Contract administration services including preparation of payment certificates and issuance of substantial performance.
- Coordinate and attend final walkthrough prior to issuance of substantial completion.

3.5.1 Site Investigations / Inspections and Field Reviews

Perform/provide part-time inspections services during construction period services. Inspection shall be provided for each structure at a minimum of fifteen (15) hours per week not including travel time for the entire construction period.

Additionally, periodic on-site reviews by the Engineer shall occur once (1) per week for approximately two (2) hours not including travel for the entire construction period.

If additional inspection is required for a specific structure during the construction period, the Proponent will request, in writing, an increase to the upset limit for these services during the detailed design phase of the specific structure. The Town's Project Manager has the right to deny this request.

3.6 Maintenance Period Services

For each of the structures included as part of this RFP, the scope of work includes, but is not limited to:

- Preparation, management and pursuance of Contractor to rectify identified deficiencies during one (1) year maintenance period.
- Preparation of project documentation booklet.
- Preparation of "As-Built" drawings for Town records.
- Coordinate and attend walkthrough at the end of the maintenance period.
- Preparation of final documentation such as release of statutory holdback, completion certificate, final certificate, etc.

3.7 Project Timelines

The project deadlines for the structures that make up this RFP document are found in the table below. The timelines for tendering and construction are subject to the Town of Kingsville's Council approval of budget costs provided by the successful Proponent as part of the design period services. Should Council instruct Administration to defer tendering and construction of these structures, no cost will be incurred by the Town for these services.

Structure	Structural Evaluation Report (Completed by)	Design Period (Completed by)	Tender Period (Completed by)	Construction (Completed by)
# 18	June 30, 2018	October 1, 2018	June 1, 2019	December 2019
# 46	Not Required	October 1, 2018	June 1, 2019	December 2019
# 503	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.

4. PREFERRED METHOD / DESIGN

4.1 Bridge #18 – Road 11 Bridge over Ruscom River

The Town is proposing that this structure undergo a structural evaluation by the successful Proponent. The structural evaluation shall make up part of the design period and make recommendations for load restrictions if required. This structural evaluation will be presented in the form of a report to the Town prior to moving forward with detailed design. The structural evaluation report shall discuss the following in detail:

- The load capacity evaluation performed in accordance with The Canadian Highway Bridge Design Code: CAN/CAS-S6-14 Section 14.
- Recommendations for rehabilitation methods with probable costs.
- Recommendations for load posting (if applicable).
- Rehabilitation and replacement feasibility assessment.

Only with the Town's approval will the successful Proponent proceed to detailed design for the rehabilitation of this structure following the structural evaluation report. Rehabilitation will include, but not limited to, concrete deck repairs, waterproofing, removal and repair of deteriorated/delaminated concrete, erosion protection and any other work as recommended by the successful Proponent and approved by the Town's Project Manager.

4.2 Bridge #46 – South Talbot Road over No. 5 Drain

The Town is proposing that this structure be demolished and replaced with a pre-cast box culvert structure. These works will include all elements of replacement including, but not limited to, removals, excavation and construction of new structure erosion protection, waterproofing, road and sidewalk replacement, landscape restoration, installation of safety features and any other works recommended by the successful Proponent and approved by the Town's Project Manager.

In an effort to maintain waterway flows and comply with the regions Conservation Authority, replacement structures should be constructed to like or better in terms of hydraulic flow and capacity.

4.3 Bridge #503 – McCallum Drive Culvert over Mill Creek

The Town is proposing that the existing pipe culvert be removed and replaced with a pre-cast concrete box culvert structure. These works will include all elements of replacement including, but not limited to, removals, excavations and construction of new structure erosion protection, waterproofing, road and sidewalk replacement, landscape restoration and installation of safety features, and any other works recommended by the successful Proponent and approved by the Town's Project Manager.

In an effort to maintain waterway flows and comply with the regions Conservation Authority, replacement structures should be constructed to like or better in terms of hydraulic flow and capacity.

5. COST AND QUALITY CONTROL

If additional work is necessary due to a change in requirements, the successful Proponent will notify the Town's Project Manager in writing immediately. No work shall be undertaken which is additional or supplemental to or in substitution of the work specified, unless approved in advance.

If necessary, a budget amendment will be approved by the Town's Project Manager once a full description of the work and rationale has been provided but the successful Proponent for the completion of this work. An approval of increased costs associated with the additional work will be required prior to proceeding.

Only one invoice per month will be accepted by the Town for the duration of the project. The invoice shall indicate the Town's file number, payment number, the actual amount billed to date versus the approved amount, along with any and all approved changes.

All Invoices shall include unit rates as listed in the proposal submitted by the successful Proponent and invoice by actual time spent by each individual.

6. DELIVERABLES / MEETING SCHEDULE

Within 2 weeks of the assignment award, the successful Proponent will submit to the Town of Kingsville, a work plan for each of the three (3) structures that make up this RFP. The plans must contain detailed description of all tasks to be performed, staff responsible for each task and activities and timetables for completing the work.

The successful Proponent will review the schedule monthly and provide an updated copy when any changes are made.

Based on the proposed scope of work, the Town anticipates two (2) in-person progress meetings/presentations per structure as part of the design period phase, not including the project initiation meeting and one (1) additional meeting for Bridge #18 for the structural evaluation report. The costs incurred from these meetings should be included in the upset limits for the respective structure on the Proposal Submission Form.

7. CONSULTANTS RESPONSIBILITY

The successful Proponent will ensure that all staff assigned to work on this project have the necessary education, experience, licenses and certifications where necessary.

APPENDIX A

ACCESSIBILITY AGREEMENT

**File No. 18-102
ENGINEERING SERVICES FOR
2018 BRIDGE PROGRAM**

**VENDOR ACCESSIBILITY AGREEMENT
REQUEST FOR PROPOSAL
(Must be returned with proposal documents)**

Proponent Name: _____

Name of Contact Person: _____(please print)

Accessible Customer Service Training:

☐ I confirm that all staff and subcontractors providing goods and services to the public or third parties on behalf of the Town of Kingsville have received Accessible Customer Service training in compliance with Regulation 429/07 Accessible Standards for Customer Service of the AODA.

**Signature of Person Authorized to Bind
the Proponent Organization**

Date

APPENDIX B



PROPOSAL SUBMISSION FORM

**File No. 18-102
2018 BRIDGE PROGRAM**

I/WE _____ hereby submit this
(Company Name)

Proposal for the provision of the Goods and/or Services as described within the Request for Proposal document for

File No. MS18-102 – Bridge Design and Contract Administration

I/WE DECLARE that no person, firm or corporation, other than the one whose proper officer has submitted this Proposal, has any interest in this Proposal or in the Contract.

I/WE DECLARE that this Proposal is made without any connection, knowledge, comparison of figures or arrangement with any other Proponent, firm, or person making a similar Proposal and is in all respects fair and without collusion or fraud.

I/WE DECLARE that the statements contained in the Proposal are in all respect true.

I/WE DECLARE that I/WE examined the locality of the site(s) of the proposed works, as well as all the Specifications/Terms of Reference relating to them, prepared, submitted and rendered available on behalf of the Town and hereby acknowledged to be an integral part of the Contract.

I /WE have carefully examined the documents, have a clear and comprehensive knowledge of the requirements, and have submitted all relevant data.

I/WE agree, if selected, to provide those Goods/Services to the Town in accordance with the Terms of Conditions, Instructions to Proponents, Specifications and Terms of Reference contained in the Request for Proposal document and in our Proposal submission.

I/WE hereby propose and offer to enter into the Contract on the terms and conditions and under the provisions set forth in the Request for Proposal and to accept in full payment therefore, the sums calculated in accordance with the actual measured quantities and unit prices attached to the Proposal.

I/WE agree that this Proposal is an offer which is open for acceptance by the Town until the formal Contract is executed, or a Purchase Order issued, or for 60 calendar days following the Official Closing Time, whichever occurs first, and that the Town may at any time within that period and without notice, accept this Proposal whether any other Proposals have been previously accepted or not.

I/WE confirm, upon Award, we will be able to provide insurance certificates to the Town of Kingsville, in the amounts as specified in the RFP documents.

I/WE confirm all of our employees are covered by the insurance plan under the Workplace Safety and Insurance Act, 1997, as amended and provide current Certificate of Clearance by attaching it to this form.

I/WE propose to complete the works as described in the Request for Proposal for the following Total Proposal Price including all applicable taxes in Canadian funds.

Bridge #18 – Road 11 Bridge over Ruscom River (Rehabilitation)	
Structural Evaluation Report (Flat Rate)	\$
Detailed Design Services (Upset Limit)	\$
Tender Period Services (Upset Limit)	\$
Construction Period Services (Upset Limit)	\$
Maintenance Period Services (Upset Limit)	\$
Other (Specify):	\$
Sub Total Fee	\$
Disbursements	\$
Total for Bridge #18 (not including HST)	\$

Bridge #46 – South Talbot Road over No. 5 Drain (Replacement)	
Detailed Design Services (Upset Limit)	\$
Tender Period Services (Upset Limit)	\$
Construction Period Services (Upset Limit)	\$
Maintenance Period Services (Upset Limit)	\$
Other (Specify):	\$
Sub Total Fee	\$
Disbursements	\$
Total for Bridge #46 (not including HST)	\$

Bridge #503 – McCallum Drive over Mill Creek (Replacement)	
Detailed Design Services (Upset Limit)	\$
Tender Period Services (Upset Limit)	\$
Construction Period Services (Upset Limit)	\$
Maintenance Period Services (Upset Limit)	\$
Other (Specify):	\$

Sub Total Fee \$

Disbursements \$

Total for Bridge #503 (not including HST) \$

Total for Bridge #18 \$

Total for Bridge #46 \$

Total for Bridge #503 \$

Total Proposal Price \$

Provide in the "Proposal fee, manpower involvement and availability of key personnel" section of your submission a detailed cost breakdown of the Total Proposal Price itemizing; professional fees, disbursements, per diem rates, etc.

I/WE agree that the undersigned is/are authorized and empowered to sign and submit this Proposal on behalf of our Company.

Company Name

Street Address

City/Town

Postal Code

Phone No.

E-mail address

Print Name & Title of Person Signing for the Company

Signature (I have the authority to bind the Company)

Signed at _____ this _____ day of _____, 2018

Completing this form as supplied is Mandatory – do not retype

This form shall bear a handwritten signature in ink by an officer with authority to bind the Company and must be submitted with the Proposal in the document upload section in the electronic tendering system to be considered a valid offer.

The highest scoring Proponent, the lowest cost Proposal, or any Proposal not necessarily accepted.

APPENDIX C

Bridge Inspection Report

Rd 11 Bridge Ruscom River

Road Name: *Road 11*
Site ID: *018*
Structure Type: *Prestressed Solid Slab*
Owner: *Town of Kingsville*
Built: *1970*
Length: *12.3 m*
Width: *9.2 m*
Spans: *1*
Spans Arrange: *1 - 11.2*
Feature Under: *Navigable Channel*
Crossing: *Ruscom River*
Location: *1.4km East of Graham Sideroad*

Inspection Date: *August-25-17*
Inspector: *Steve Reid, C.E.T.*
Assistant: *Brad Lair, Eng Student*

Comments:

Construction year was estimated at 1970. The extensive leaching between the girders suggests compromised or no distribution slab. Approximately 500mm of fill has been added to the bridge deck. Recommend a structural evaluation given the added dead load to this bridge. A load restriction may be warranted. Girder damage may make this bridge not economical to repair. Bridge should be programmed for immediate rehabilitation or replacement within 10-20 years.

Recommended Investigations:

Deck Condition Survey, Load Posting, Structure Evaluation, Planning Study,

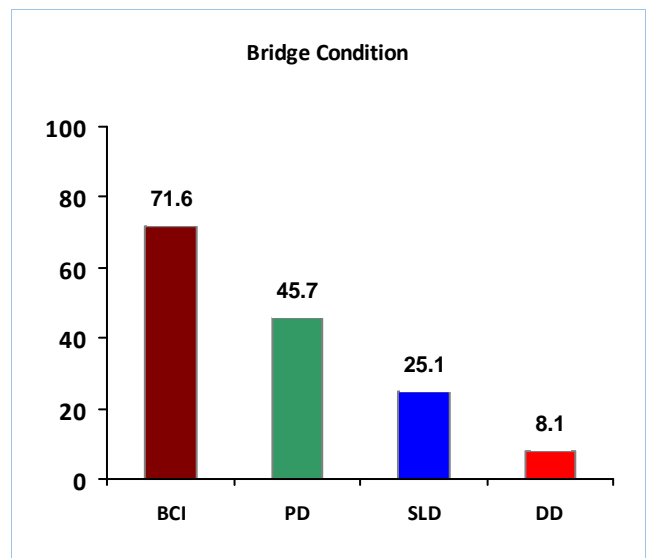
Recommended Capital Works:

WP&P, X-jnt, Replace Distribution Slab

Estimated Replacement Value: \$763,000
Estimated replacement value is based on replacement in kind
Estimated Remaining Service Life: 13 Years
Rehabilitation Year and Estimated Cost: 2018 \$259,000



AADT: *164* Latitude: *42.16221990*
Lanes: *2* Longitude: *-82.67136930*
Skew: *10 °* Orientation: *E-W*
Speed: *80 km/h* Road Width: *6.4 m*
Trucks Load Posting *No Posting*



BCI = Bridge Condition Index MTO Calculation

PD = Parabolic Depreciation
% of remaining life expectancy

SLD = Straight Line Depreciation
% of remaining life expectancy

DD = % of Defects and Damage



Component Inspection Information

Protected ECRC Deck (1)		Defects 0.0%	
Deck Surface		Damage 2.0%	Minor Delamination
Length:	12.3 m	Maintenance None	Not Inspected
Width:	9.2 m	Capital Rec. None	
Height:		<i>Approximately 400 to 500mm of fill added to bridge deck. Doubtful there is topping slab present due to access leakage between box girders. Assume some damage to girder tops.</i>	
Soffit (1)		Defects 5.0%	Moderate Leaching/Seepage, Minor Scaling
Deck Soffit		Damage 1.0%	Moderate Spalling, Moderate Delamination
Length:	12.3 m	Maintenance None	
Width:	6.4 m	Capital Rec. None	
Height:		<i>Large spalled and disintegrated area in the NW. Extensive leaching between all girders. Scaling and shallow delaminations on most girders.</i>	
Asphalt Wear Surf (1)		Defects 0.0%	
Wear Surface		Damage 0.0%	
Length:	20 m	Maintenance None	
Width:	6.4 m	Capital Rec. None	
Height:		<i>No concerns.</i>	
Scupper & Pipe (4)		Defects 0.0%	
Deck Drains		Damage 0.0%	
Length:		Maintenance None	
Width:		Capital Rec. None	
Height:		<i>Drains penetrate curbs/parapet walls and drain directly onto the sides of the exterior girders. This has caused major damage to north exterior girder.</i>	
RC Parapet (2)		Defects 5.0%	Minor Scaling
Barrier		Damage 1.0%	Minor Spalling
Length:	18 m	Maintenance None	
Width:		Capital Rec. None	Perf Def: Inadequate Height
Height:	0.75 m	<i>These are not standard parapet walls and the height as been further nullified from the addition of fill on deck. Spalling on the interior concrete face due to lack of cover over rebars. End walls are exposed, no approach guide rail protection. Telephone utility attached to the north side.</i>	



Component Inspection Information

RC Abutment Wall (2)	Defects 20.0% Moderate Leaching/Seepage, Moderate Scaling, Moderate Staining	Not Inspected
Abutment Stem	Damage 0.0%	
Length: 9.2 m	Maintenance None	
Width:	Capital Rec. None	
Height: 2.4 m	<i>Extensive amount of leaching scaling staining due to leakage at girder ends.</i>	
RC Wing Walls (4)	Defects 5.0% Minor Scaling, Minor Leaching/Seepage	
Wing Walls	Damage 0.0%	
Length: 5 m	Maintenance None	
Width:	Capital Rec. None	
Height: 1.35 m	<i>Leaching and scaling.</i>	
Laminated Rubber Brg (4)	Defects 0.0%	
Abutment Bearings	Damage 0.0%	
Length:	Maintenance None	Not Inspected
Width: 0.15 m	Capital Rec. None	
Height:	<i>Unable to view.</i>	
Spread Footing (2)	Defects 0.0%	
Abutment Foundation	Damage 0.0%	
Length:	Maintenance None	Not Inspected
Width:	Capital Rec. None	
Height:		
Water Channel (1)	Defects 0.0%	
Channel	Damage 0.0%	
	Maintenance None	
	Capital Rec. None	
	<i>Channel alignment upstream has poor alignment, aggradation on west wall scour along east wall.</i>	
Embankment (2)	Defects 0.0%	
Embankment	Damage 0.0%	
	Maintenance None	
	Capital Rec. None	
	<i>Satisfactory condition. New ditch culvert and rip rap installed at the SE corner. Natural gas line noted on the north side of bridge.</i>	



Component Inspection Information

Delineator (4)	Defects 0.0%
Signs	Damage 0.0%
Length:	Maintenance None
Width:	Capital Rec. None
Height:	Delineators at ends of parapet walls/curbs.

Recommended Investigations

X denotes not required

Deck Conditon Survey	Enhanced Inspection	Underwater Investigation	Ice Inspection	Boat Inspection	Structure Evaluation	Load Posting	Planning Study
✓	x	x	x	x	✓	✓	✓



Capital Needs Cost Estimate Break-Down

Item	Req'd	Units	Quantity	Unit Price \$	Estimated Cost
<i>Misc Concrete Repairs</i>	<i>x</i>	m ²	0.0	\$500	\$0
<i>Deck Concrete Overlay</i>	<i>x</i>	m ²	113.2	\$350	\$0
<i>Deck Replacement</i>	<i>x</i>	m ²	113.2	\$2,000	\$0
<i>Barrier Wall Replacement</i>	<i>x</i>	m	36.3	\$1,500	\$0
<i>Expansion Joint</i>	<i>✓</i>	m	18.4	\$3,000	\$55,200
<i>Waterproof & Pave</i>	<i>✓</i>	m ²	113.2	\$200	\$22,632
<i>Bearing Replacement</i>	<i>x</i>	Count	0.0	\$5,000	\$0
<i>Approach Guide Rail</i>	<i>x</i>	m	80.0	\$200	\$0

Other Work

Replace Distribution Slab \$100,000

Structural Items Subtotal	\$178,000
Mobilization General Sitework 10%	\$18,000
Estimated Traffic Management & Civil Items	\$20,000
Contract Admin & Contingencies 20%	\$43,000
Total Rehabilitation Cost Estimate	<i>\$259,000</i>

Recommended Capital Work Summary

WP&P, X-jnt, Replace Distribution Slab

Recommended Capital Year **2018**

Inspection Comments

Construction year was estimated at 1970. The extensive leaching between the girders suggests compromised or no distribution slab. Approximately 500mm of fill has been added to the bridge deck. Recommend a structural evaluation given the added dead load to this bridge. A load restriction may be warranted. Girder damage may make this bridge not economical to repair. Bridge should be programmed for immediate rehabilitation or replacement within 10-20 years.



Image 35



North elevation

Image 27



West approach

Image 28



East approach

Image 29



Upstream channel south

Image 30



Downstream channel north

Image 31



Typ wearing surface over structure



Image 32



Typ parapet wall & railing south side

Image 33



Typ parapet wall & railing north side

Image 34



South elevation

Image 36



East abutment wall & soffit

Image 37



West abutment wall & soffit

Image 38



Typ soffit detail



Image 39



Damage at bearing east end

Image 40



NW corner girder damage

Image 41



NE wingwall typ detail



Culvert Inspection Report

Old No. 5 Drain S Talbot Rd

Road Name: South Talbot Road
Site ID: 046
Structure Type: Concrete Culvert
Owner: Town of Kingsville
Built: 1930
Length: 6.6 m
Width: 3.85 m
Spans: 1
Spans Arrange: 1 - 3.25
Feature Through: Water
Crossing: Old No. 5 Drain
Location: 2.7km south of County Rd 27

Inspection Date: August-21-17
Inspector: Steve Reid, C.E.T.
Assistant: Brad Lair, Eng Student

Comments:

This deemed culvert is more likely a small buried bridge. Construction year was estimated at 1930. This structure is in need of replacement due to the poor material condition and the inadequate length. Heavy farm equipment is assumed to be travelling over this culvert. A precast box culvert is recommended as replacement structure.

Recommended Investigations:

No special investigations have been recommended

Recommended Capital Works:

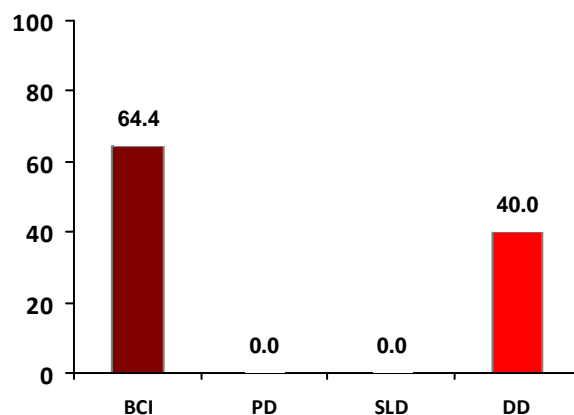
Replace with Concrete Culvert

Estimated Replacement Value: \$213,000
Estimated replacement value is based on replacement in kind
Estimated Remaining Service Life: 3 Years
Rehabilitation Year and Estimated Cost: 2020 \$330,000



AADT: 67 **Latitude:** 42.10175600
Lanes: 2 **Longitude:** -82.73600600
Skew: 20 ° **Orientation:** NW-SE
Speed: 80 km/h **Road Width:** 6 m
Trucks: **Load Posting:** No Posting
Fill: 0.3 m **H2O Depth:** 0.15 m

Bridge Condition



BCI = Bridge Condition Index MTO Calculation

PD = Parabolic Depreciation
% of remaining life expectancy

SLD = Straight Line Depreciation
% of remaining life expectancy

DD = % of Defects and Damage



Component Inspection Information

CIP RF Box Culvert (1)	Defects 30.0% Moderate Scaling, Major Scaling	
Conduit	Damage 5.0% Major Cracking, Moderate Disintegration	
Length: 6.6 m	Maintenance None	
Width: 3.85 m	Capital Rec. Replace in 3 years Perf Def: Insufficient Barrel Length	
Height: 1.2 m	<i>Wide crack continuous through walls and soffit. Major erosion along the base of walls at interface with footings. Scaling throughout the walls and soffit. Length of structure is inadequate for the travelled road.</i>	
Asphalt Wear Surf (1)	Defects 0.0%	
Wear Surface	Damage 0.0%	
Length: 20 m	Maintenance None	
Width: 5 m	Capital Rec. None	
Height:	<i>No concerns.</i>	
Headwall (2)	Defects 10.0% Moderate Scaling	
Head Wall	Damage 0.0%	
Length: 3.08 m	Maintenance None	
Width:	Capital Rec. None	
Height: 0.6 m	<i>Small headwalls at structure ends are in satisfactory condition.</i>	
Spread Footing (2)	Defects 20.0% Major Erosion	
Foundation	Damage 5.0% Moderate Disintegration	
Length: 6.6 m	Maintenance None	Partial Inspection
Width:	Capital Rec. None	
Height: 0.5 m	<i>Partially exposed. Tops of footings have erosion and disintegration.</i>	
Concrete Wing Walls (4)	Defects 0.0%	
Inlet/Outlet Walls	Damage 15.0% Major Disintegration, Moderate Cracking	
Length: 1.8 m	Maintenance None	
Width:	Capital Rec. None	
Height: 1.2 m	<i>Tops of wingwalls have major disintegration occurring and wide cracks.</i>	
Water Channel (1)	Defects 0.0%	
Conduit Channel	Damage 0.0%	
	Maintenance None	
	Capital Rec. None	
	<i>No concerns.</i>	



Component Inspection Information

Embankment (2)	Defects 5.0%	Minor Erosion
Embankment	Damage 0.0%	
	Maintenance None	
	Capital Rec. None	
	<i>Minor erosion at ends of the wingwalls.</i>	

Delineator (4)	Defects 0.0%
Signs	Damage 0.0%
Length:	Maintenance None
Width:	Capital Rec. None
Height:	<i>Signs in the SE and NW.</i>

Recommended Investigations

X denotes not required

Deck Conditon Survey	Enhanced Inspection	Underwater Investigation	Ice Inspection	Boat Inspection	Structure Evaluation	Load Posting	Planning Study
X	X	X	X	X	X	X	X



Capital Needs Cost Estimate Break-Down

<i>Other Work</i>	
<i>Replace with Concrete Culvert</i>	\$250,000
Structural Items Subtotal	\$250,000
Mobilization General Sitework 10%	\$25,000
Estimated Traffic Management & Civil Items	\$0
Contract Admin & Contingencies 20%	\$55,000
Total Rehabilitation Cost Estimate	\$330,000

Recommended Capital Work Summary	Recommended Capital Year	2020
<i>Replace with Concrete Culvert</i>		

Inspection Comments
This deemed culvert is more likely a small buried bridge. Construction year was estimated at 1930. This structure is in need of replacement due to the poor material condition and the inadequate length. Heavy farm equipment is assumed to be travelling over this culvert. A precast box culvert is recommended as replacement structure.



Image 129



East elevation

Image 125



North approach

Image 126



South approach

Image 127



Upstream channel west

Image 128



Downstream channel east

Image 130



South wall



Image 131



North wall

Image 132



Typ soffit detail

Image 133



Crack in wall and soffit

Image 134



Erosion base of north wall & footing

Image 135



West elevation

Image 136



Typ disintegration wingwall



Culvert Inspection Report

Mill Creek Scratch Wigle Drain Culvert

Road Name: McCallum Drive
Site ID: 503
Structure Type: Soil-Steel Structure
Owner: Town of Kingsville
Built: 1980
Length: 21.6 m
Width: 3.7 m
Spans: 1
Spans Arrange: 1 - 3.8
Feature Through: Water
Crossing: Wigle Drain
Location: 0.1km East of Sumac Drive

Inspection Date: August-22-17
Inspector: Steve Reid, C.E.T.
Assistant: Brad Lair, Eng Student

Comments:

Culvert walls are perforated and backfill material is spilling in through perforated areas. If the water levels rise above the perforation line, loss of fill material will increase. Culvert needs immediate replacement as it is at risk of failure under the westbound lane. Regular monitoring of this structure and the pavement in the WBL should be maintained until time of culvert replacement.

Recommended Investigations:

No special investigations have been recommended

Recommended Capital Works:

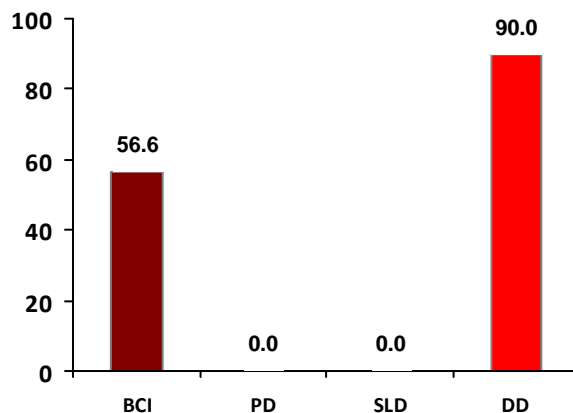
New Conc culvert

Estimated Replacement Value: \$262,000
Estimated replacement value is based on replacement in kind
Estimated Remaining Service Life: 0 Years
Year of Replacement and Cost: 2018 \$359,000



AADT: 900 **Latitude:** 42.04520000
Lanes: 2 **Longitude:** -82.73335800
Skew: 0 ° **Orientation:** N-S
Speed: 80 km/h **Road Width:** 8 m
Trucks: **Load Posting:** No Posting
Fill: 0.6 m **H2O Depth:** 0.5 m

Bridge Condition



BCI = Bridge Condition Index MTO Calculation


PD = Parabolic Depreciation
% of remaining life expectancy

SLD = Straight Line Depreciation
% of remaining life expectancy

DD = % of Defects and Damage



Component Inspection Information

CS Plate Pipe Arch (1) Conduit Length: 21.6 m Width: 3.7 m Height: 2.2 m	Defects	30.0%	Major Corrosion, Critical Corrosion	
	Damage	15.0%	Critical Perforation, Critical Crimping	
	Maintenance	None		
	Capital Rec.	Replace in 1 year	Perf Def: Load Carrying Capacity	
	<i>Culvert has perforated along east wall at north end for a length of approximately 5.0m, backfill is spilling into culvert through perforated wall. West wall in similar condition at north end however not as severe. Culvert is in danger of failure under WBL.</i>			
<hr/>				
Asphalt Wear Surf (1) Wear Surface Length: 20 m Width: 6.5 m Height:	Defects	0.0%		
	Damage	10.0%	Moderate Cracking, Major Potholing	
	Maintenance	None		
	Capital Rec.	None		
	<i>Pothole in WBL due to loss of fill through perforated culvert wall. Numerous cracks in surface.</i>			
<hr/>				
Water Channel (1) Conduit Channel	Defects	0.0%		
	Damage	0.0%		
	Maintenance	None		
	Capital Rec.	None		
	<i>Debris partially blocking inlet north end. Culvert holding up to 500mm water inside.</i>			
<hr/>				
Embankment (2) Embankment	Defects	0.0%		
	Damage	0.0%		
	Maintenance	None		
	Capital Rec.	None		
	<i>Mass concrete at north end. Heavy vegetation growth at culvert ends.</i>			

Recommended Investigations

X denotes not required

Deck Conditon Survey	Enhanced Inspection	Underwater Investigation	Ice Inspection	Boat Inspection	Structure Evaluation	Load Posting	Planning Study
X	X	X	X	X	X	X	X



Capital Needs Cost Estimate Break-Down

<i>Cost of asphalt removal:</i>	\$3,200	<i>Cost of waterproofing:</i>	\$4,000
<i>Cost of dewatering:</i>	\$44,000	<i>Cost of road replace:</i>	\$21,200
<i>Cost erosion control:</i>	\$15,000	<i>Cost of SBGR:</i>	\$30,000
<i>Cost of excavation:</i>	\$12,000	<i>Cost for seeding:</i>	\$2,100
<i>Cost of existing structure removal:</i>	\$8,000		
<i>Installation Cost for Similar Size Concrete:</i>	\$102,000		

New Concrete Culvert



Structural Items Subtotal	\$242,000
Mobilization General Sitework 10%	\$27,000
Estimated Traffic Management & Civil Items	\$30,000
Contract Admin & Contingencies 20%	\$60,000
Total Rehabilitation Cost Estimate	<i>\$359,000</i>

Recommended Capital Work Summary

Recommended Capital Year **2018**

New Conc culvert

Inspection Comments

Culvert walls are perforated and backfill material is spilling in through perforated areas. If the water levels rise above the perforation line, loss of fill material will increase. Culvert needs immediate replacement as it is at risk of failure under the westbound lane. Regular monitoring of this structure and the pavement in the WBL should be maintained until time of culvert replacement.



Image 108



South elevation

Image 97



East approach

Image 98



West approach

Image 99



Downstream channel south

Image 100



Upstream channel north

Image 101



Pothole over culvert loss of fill

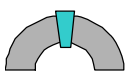


Image 102



North elevation inlet

Image 103



Perforations east wall fill spilling in

Image 104



East wall perforations along wall

Image 105



West wall perforations

Image 106



East wall total separation along wall

Image 107



Typ through from south



