



Infrastructure Services Staff Report

Report Title:	Woolwich Street North Reconstruction Project - Selection of Engineering Consultant
Report Number:	IS26-2021
Author:	Ryan Tucker
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File:	T04
Consent Item:	No
Final Version:	Yes
Reviewed By:	Jared Puppe
Final Review:	Senior Management Team

Recommendation:

That the Council of the Township of Woolwich, considering Report IS26-2021 respecting the Award of the Woolwich Street North Reconstruction Project:

1. approve the contract for engineering services for the Woolwich Street North reconstruction project to GM BluePlan Engineering Limited at a total cost of \$68,075.41 after H.S.T. rebate;
2. authorize the Mayor and Clerk of the Township of Woolwich to sign the Consultant Agreement.

Background:

The subject section of Woolwich Street North is located between Hwy 7 (Victoria Street) and Fountain Street (RR. 17).

The Woolwich Street North section is approximately 160 metres in length with an existing 6.5+/- metre pavement width within a 30+/- metre wide right-of-way. The roadway is currently a semi-urban cross section with gravel shoulders and ditches, except for the intersection tie-in at Fountain Street. No sidewalk is present on either side of the road. The street is currently not serviced by Municipally owned underground infrastructure.

Above ground Hydro, telecommunications, and gas servicing all appear to be located within the right-of-way. Significant utility upgrades are not anticipated, although some hydro poles may need to be relocated in order to facilitate the installation of sidewalks

on Woolwich Street North. Any required utility relocations are to be completed a year prior to the reconstruction, with the coordination being completed by the consultant.

The intent of the project is to fully urbanize Woolwich Street North between Fountain Street (RR 17) and the northern limits of Woolwich Street North (Approx. 160m north of Fountain Street), including new underground utilities. Underground improvements are anticipated to include an appropriately sized watermain, sanitary sewer, and storm sewer along the entire stretch of road. The design will consider the potential for the watermain to be looped to Beacon Point Court to provide redundancy. Surface improvements are to include potential road alignment improvements, full depth granular road base, asphalt pavement, with new curb and gutter and 1.8m wide sidewalk along both sides of Woolwich Street North.

Woolwich Street North was originally slated to be urbanized when Phase A (Large Format Retail) of Breslau Commons was completed. Due to the current property owners on the west side of Woolwich Street North seeking a potential development opportunity, Staff are recommending to proceed with the urbanization of Woolwich Street North prior to Breslau Commons Phase A being undertaken. Installation of water and sanitary services to the existing properties on the west side of Woolwich Street North will be funded through a special service levy, which will be paid for by the benefiting properties.

This section of Woolwich Street North is located in the Breslau Settlement. Woolwich Street North abuts the following zoning areas, Buffer Commercial (C-2), Settlement Commercial (C-3), and Neighbourhood Commercial (C-4).

A location map, which depicts the study area, is included as Appendix A.

Comments:

Request for Proposal - Evaluation Process and Criteria

On June 16, 2021, the Township issued a “Request for Proposal for Engineering Services” (RFP) for the Woolwich Street North Reconstruction Project. Upon closing on July 8, 2021, the following six (6) Engineering firms had submitted detailed proposals:

1. Dillon Consulting Limited
2. GM BluePlan Engineering Limited
3. IBI Group Professional Services (Canada) Inc.
4. Metropolitan Consulting Inc.
5. MTE Consultants Inc.
6. Planmac Engineering Inc.

The proposals received were reviewed by a team consisting of the Manager of Accounting and two Engineering Project Supervisors.

The review team evaluated the proposal using the Township's evaluation model, which awarded points based on the following criteria and weighting:

1) Project Understanding – 30 points

The Engineering firms provided a detailed description of the methodology and project management approaches to be used for each of the services proposed.

2) Experience and References – 30 points

The Engineering firms provided 3 references, within the last 5 years, of their company's relevant experiences as they pertain to the Township's requirements listed in section 2.0 Project Scope and Requirements of the RFP document.

3) Project Manager and Project Team – 30 points

The Engineering firms provided organizational charts and resumes of all project participants.

4) Proposal Cost – 10 points

The Township uses a two-phase system for the submission of proposals, which includes one separate submission for cost information which is opened and evaluated subsequent to completing the evaluation of the technical portions. The Engineering firms provided their hourly rates, estimate of expenses and a total upset price, including HST.

Based on the Township of Woolwich's Council approved evaluation model, the firm of GM BluePlan Engineering Limited achieved the highest overall evaluation.

Interdepartmental Implications:

None.

Financial Implications:

Capital Budget (2021)

\$ 360,000.00

Detailed Design and Tendering Only

GM BluePlan Engineering Limited	\$66,898.00
Plus H.S.T.	\$8,696.74
Sub total	\$75,594.74
Less H.S.T. rebate	\$7,519.33

Sub total	\$68,075.41
Total	\$68,075.41

Staff Time	\$ 5,000.00
Utility Daylighting Program	\$ 5,000.00
Geotechnical Investigation/Excess Soil Program	\$ 20,000.00
Total	\$ 98,075.41
Capital Budget Surplus	\$261,924.59

Funding for the Woolwich Street North Reconstruction Project, as identified in the 2021 Capital Budget, is allocated through Development Charges (60%), and Other Funding (40%). The other funding identified for Woolwich Street North is in relation to an agreement with Thomasfield Homes Ltd., that funds 40% of the urbanization of Woolwich Street North, when Phase A (Large Format Retail) of Breslau Commons is constructed. The Township will front end the cost for the urbanization, and seek cost recovery when Phase A is constructed in the future. Any budget surplus will remain in the respective Reserve fund. Funding for construction is anticipated to be allocated through Development Charges, Thomasfield Phase A agreement, and the special service levy to benefiting properties (water and sewer).

Strategic Plan Focus Area:

The Woolwich Street North Reconstruction Project in Breslau supports the Township of Woolwich's strategic direction to "*Manage and maintain all municipal infrastructures with an emphasis on continuous improvement and greater efficiencies*", with a goal to "*Optimize the Use of Municipal Infrastructure*".

Conclusion:

Funding for this project was approved by Council through the 2021 Capital Budget.

Based on the review and evaluation process noted above, Staff recommends that the firm of GM BluePlan Engineering Limited be retained as the engineering firm for the Woolwich Street North Reconstruction Project.

Attachments:

Appendix A – Study Area

Appendix B – 2021 – 2022 General Work Plan