



PUBLIC WORKS AND ENGINEERING

Staff Report

REPORT NO: PWE 2022-28

TO: Council

SUBMITTED BY: Jeff Molenhuis, P. Eng., Director of Public Works & Engineering

PREPARED BY: Bryan Bishop, C.E.T, Manager of Engineering
 Nate Fach, Senior Engineering Technologist

REVIEWED BY: Sharon Chambers, CAO
 Patrick Kelly, CPA, CMA, Director of Corporate Services/ Treasurer

DATE: September 26, 2022

SUBJECT: Engineering Consultant Services for Various Projects – Award of
 Contract

RECOMMENDATION:

THAT Council award RFP 2022-14, Engineering Consultant Services for Various Projects to WalterFedy, as per their proposal submission dated May 5, 2022, in the base amount of \$476,965.00, plus HST; and further

THAT staff be directed to execute the provisional design and construction services submitted by WalterFedy as per their proposal subject to satisfactory performance under the authority of the Director of Public Works and Engineering and for the 2023 capital budget approval in the provisional amount of \$790,595.00; and further Plus HST; and further

THAT staff be directed to execute the Consulting Engineering Agreement documents required for WalterFedy to proceed with the scope of services and tasks contained in the proposal document.

SUMMARY:

This report outlines the proposal processes and recommends award of consulting services for various core infrastructure reconstruction or rehabilitation projects throughout the Township. The scope of work for each project generally consists of design and construction services.

The base projects included in this RFP were approved by Council as part of the 2022 budget process, with some works occurring throughout 2022 and 2023 based on design/approvals and construction schedules. Provisional projects and scopes initiated in 2023 and 2024 works are included as provisional in the recommendation subject to consultant performance and Council budget approvals

BACKGROUND:

Engineering consulting services for the recommendation of the base amount of \$476,965.00 are required for the various reconstruction projects in the Township of Wilmot include:

- Victoria Street (Hwy 7/8 to Boullee Street) – Design and Construction Services for full underground and road reconstruction Works
- Boullee Street (Victoria Street to Hamilton Road) – Design and Construction Services for full underground and road reconstruction Works
- Bergey Court, New Hamburg (Bleams Road to west limit) – Design Services – Multi-use trail, minor storm culvert and roadworks

The proposed base projects for the above require an engineering consultant to be retained to undertake the full multi year engineering process, including topographic surveys, preliminary and final design, public consultation, procurement, approvals, construction and warranty process. The proposed base projects and a brief description of the work required along with the extent of engineering services required for each is provided below.

Bergey Court (Design year 2022)

- Improvements include minor storm culvert works, granular road base, asphalt surface, concrete curb and gutter.
- This project was originally considered in the annual hot mix project scope for 2022; however, preliminary geotechnical investigation indicated more scope of base granular works were required to adequately address road structure deficiencies and the incorporation of active transportation network in the area as provided in the Wilmot Trails Master Plan.
- WalterFedy will be responsible for preparation of preliminary and final drawings, public consultation and approvals.

Victoria Street and Boullee Street (Design year 2022/2023)

- Improvements include replacement of the watermain, sanitary and storm sewer systems, granular road base, asphalt surface, concrete curb and gutter and sidewalks.
- The project also includes the Region transmission watermain, and potential development-related system expansions, that will involve cost-sharing administration.

To reduce overall capital outlays and with the hiring of new staffing complements the Township will complete the preliminary / final design, public consultation, approvals and procurement for Greenwood Drive and Casselholme Crescent. A brief description of the work required for each is provided below.

Greenwood Drive

- Improvements include the replacement of the watermain, sanitary and storm sewer systems, granular road base, asphalt surface and the proposed new installation of concrete curb, gutter and sidewalks.

Casselholme Crescent

- Improvements include the replacement of the watermain, granular road base and asphalt surface.

Further to the recommendation of the provisional projects and scope in the amount of \$790,595.00 design and/or construction services are required for:

Greenwood Drive

- 2023 construction services only, including contract administration, fulltime onsite inspection, 2 year warranty and project close out.

Casselholme Crescent

- 2023 construction services only, including contract administration, fulltime inspection onsite, 2 year warranty and project close out.

Bergey Court

- 2023 construction services only, including contract administration, fulltime inspection onsite, 2 year warranty and project close out.

Sandhills Road (Snyder's Rd to Erbs Rd)

- 2023 design services only, for the improvements of roadworks and potential bike lane on both sides of the road
- WalterFedy will be responsible for preparation of preliminary and final drawings, public consultation, approvals and procurement.

Victoria Street (Webster St. to Waterloo St.)

- 2023 design services only, for the improvements including replacement of the watermain, sanitary and storm sewer systems, granular road base, asphalt surface, sidewalks and the proposed new installation of concrete curb and gutter.
- WalterFedy will be responsible for preparation of preliminary and final drawings, public consultation, approvals and procurement.

Webster Street (Victoria St. to Waterloo)

- 2023 design services only, for the improvements including replacement of the watermain, sanitary and storm sewer systems, granular road base, asphalt surface, sidewalks and the proposed new installation of concrete curb and gutter.
- WalterFedy will be responsible for preparation of preliminary and final drawings, public consultation, approvals and procurement

Stone Street (End to Huron St.)

- 2023 design services only, for the improvements including replacement of the watermain and storm sewer systems, granular road base, asphalt surface and proposed installation of new concrete curb, gutter and sidewalks.
- WalterFedy will be responsible for preparation of preliminary and final drawings, public consultation, approvals and procurement

Centennial Crt. (End to Huron St.)

- 2023 design services only, for the improvements including replacement of the watermain, sanitary and storm sewer systems, granular road base, asphalt surface and proposed installation of new concrete curb, gutter and sidewalks.
- WalterFedy will be responsible for preparation of preliminary and final drawings, public consultation, approvals and procurement.

REPORT:

The Township has requested proposals from qualified consulting engineers to be retained to oversee and undertake the design, tendering, contract administration, site inspection and warranty period related to this multi-project. The intent is to have the detailed design of the base scope completed in 2022-2023 while the remainder of the engineering services for the base scope related to tendering, construction services are to be provided in 2023-2024. The engineering consultants were required to provide a proposal which included preliminary and final design, preparation and attendance at a Public Information Centre, preparation of engineering drawings, liaison with approval agencies, construction cost estimates, tender preparation, contract administration, site inspection, disbursements, cost-sharing administration where applicable, warranty and close out. The base amount of \$476,965.00 for these engineering consulting services is provided in the recommendation.

In addition, provisional items were included with design-only scopes for various reconstruction projects that are tentatively scheduled for 2023, subject to Council approval of the 2023 budget and the performance of WalterFedy. These projects include Sandhills Road in Baden, Victoria Street (north) in New Hamburg, Webster Street in New Hamburg, Stone Street in New Hamburg, and Centennial Crescent in New Hamburg. Provisional scope for engineering consulting services are required for construction services for Greenwood Drive, Casselholme Crescent., and Bergey Court. The provisional amount of \$790,595.00 for all of these engineering consulting services is provided in the recommendation.

In past years, staff would typically engage with a number of different engineering consultants on each individual project. This previous approach required additional administrative time for procurement and engineering staff. With significant capital project investments, this RFP document has included various project scopes to allow for process efficiencies, economies of scale, cost savings and ideally will allow for timely and more anchored service delivery from one consultant. In addition to this, some cost savings will be realized with Township staff performing in-house design services for the completion of Greenwood Drive and Casselholme Crescent.

On April 7, 2022, the request for proposal was made available online through the Township's online e-bidding site. There was a total of thirteen (13) proposal takers, with five (5) proposals received at time of close on May 5, 2022.

Proponent	Location
AECOM Canada Ltd.	Markham, Ontario
GM BluePlan Engineering Ltd.	Guelph, Ontario
GRIT Engineering Inc.	Stratford, Ontario
MTE Consultants Inc.	Kitchener, Ontario
WalterFedy	Kitchener, Ontario

An internal selection committee consisting of staff from Public Works and Engineering reviewed and evaluated the proposals based on the following evaluation criteria:

Section	Component	Weighting (%)
1	Company Profile, Team Structure & Staff Qualifications	15
2	Understanding & Approach/ Methodology	25
3	Experience and References	15
4	Schedule/Work Plan	15
5	Proposal Fee Estimate	30

The proposals were independently evaluated and scored for adequacy to address the requested project scope. Following that, the proposal fee estimates were evaluated separately, and a final selection was made based on the comprehensive evaluation criteria.

As a result of the highest-ranking proposal, WalterFedy is recommended to be authorized for award and undertake this multi-project.

WalterFedy demonstrated a comprehensive understanding of the scope of the proposal that was requested and addressed the anticipated engineering undertakings within their proposal.

WalterFedy has extensive reconstruction project experience on similar projects within the Township and across the Region. WalterFedy also identified a strong, highly experienced, locally situated project team to be engaged with the Township for the duration of the contract.

As the irrevocable period has expired Township staff have contacted WalterFedy for confirmation that they will hold their competitive price. WalterFedy is agreeable with the revised scope and prepared to execute on the projects listed above. If Council proceeds with award of this proposal submission, the Township will authorize WalterFedy to proceed with the RFP 2022-14 Engineering Consultant Services for Various Projects required for the completion of the tasks identified within the RFP document.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This initiative supports the goals and strategies of enhancing:

- Quality of Life through Active Transportation and Transit investments; and
- Responsible Governance through Active Communications, Fiscal Responsibility and Infrastructure Investments.

ACTIONS TOWARDS UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS:

- Goal 9: Industry, Innovation, and Infrastructure
- Goal 11: Sustainable Cities and Communities

FINANCIAL CONSIDERATIONS:

The total award under this report is as follows:

Project name	Service Type	Consultant Costs
Greenwood Dr.	Provisional Construction Services (Phase 2)	\$95,075
Casselholme Cr.	Provisional Construction Services (Phase 2)	\$89,090.00
Bergey Crt.	Design/Approvals (Phase 1)	\$85,225.00
Bergey Crt	Provisional Construction Services (Phase 2)	\$95,075.00
Victoria / Boullee	Design/Approvals (Phase 1)	\$118,650.00
Victoria / Boullee	Construction Services (Phase 2)	\$273,090.00
2023-2023 AWARD	Total Base	\$476,965.00

	Total Provisional	\$279,240.00
Sandhills Rd.	Provisional Design/ Approvals (Phase 1)	\$167,300.00
Victoria St.	Provisional Design / Approvals (Phase 1)	\$93,945.00
Webster St.	Provisional Design/Approvals (Phase 1)	\$87,300.00
Stone St	Provisional Design/Approvals (Phase 1)	\$81,340.00
Centennial Cr.	Provisional Design/Approvals (Phase 1)	\$81,470.00
2023/2024 Award	Total Base Total Provisional	\$0 \$511,355.00

The total base amount of \$476,965 newt of HST rebate. As this pertains to several existing capital projects, costs will be allocated to each project accordingly.

The budget for this scope of work was included in the 2022 Capital Program and is noted below:

Funding Source	Amount
Bergey Court, New Hamburg (Phase 1 Design Services)	\$146,300
Victoria Street and Boullee Street, New Hamburg	\$591,500
Greenwood Drive, New Hamburg (Provisional)	\$800,000
Casselholme Crescent, New Dundee (Provisional)	\$726,000
Bergey Court, New Hamburg (Phase 2 Provisional)	See above
Sandhills Road, Baden (Provisional)	\$322,700
Victoria Street, New Hamburg (Provisional)	\$190,000
Webster Street, New Hamburg (Provisional)	\$190,000
Stone Street, New Hamburg (Provisional)	\$116,500
Centennial Crescent, New Hamburg (Provisional)	\$58,500
Total Budget	\$2,263,800

Although the total budget appears to well exceed the award amount, other works were also inclusive in the 2022 Capital Program. Engineering Consultant Services for these various projects are anticipated to remain within its budget allocation.

ATTACHMENTS:

Various Engineering Project Maps