

Clause No. 15 in Report No. 13 of the Committee of the Whole was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting held on September 11, 2014.

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CONSULTANT SELECTION FOR
SUBSURFACE UTILITY ENGINEERING SERVICES

Committee of the Whole recommends adoption of the recommendation contained in the following report dated August 18, 2014 from the Commissioner of Transportation and Community Planning:

1. RECOMMENDATION

It is recommended that:

1. Council approve the award of the contract for Subsurface Utility Engineering Services to T2 Utility Engineers Inc., pursuant to Request for Proposal P-14-76, at a total cost of \$798,650, excluding HST and authorize the execution of the contract on behalf of the Region.

2. PURPOSE

This report seeks Council authorization to retain a firm to provide subsurface utility engineering services for various future Regional projects.

The Region's Purchasing Bylaw requires Council authorization to award a Request for Proposal over \$2,000,000 or when the recommended award is not to the proponent submitting the highest scoring bid at the lowest total cost or the lowest cost per technical point. In this case, the recommended award is to a proponent that has not submitted the lowest cost.

3. BACKGROUND

Subsurface utility engineering services are required on a regular basis by various branches

The Capital Planning and Delivery Branch (“Branch”) of the Transportation and Community Planning Department routinely needs to verify the location of underground utility infrastructure for emergency works, operational works, intersection improvement projects and various other small to medium size road projects. The Branch also receives requests from other departments to verify the location of underground utility infrastructure.

A subsurface utility engineering investigation allows the Region to obtain underground utility location information in an efficient, accurate, and timely manner through a review of information from drawings and physically locating the infrastructure on site. This process generates reliable information on the location of underground utilities which minimizes risk that can result from delays in locating utilities and physical damage to existing utilities. Having a subsurface utility engineering consultant on retainer for a two-year term with an option to renew for one additional year, will expedite the verification of underground utility infrastructure location for a number of projects and other situations without needing to procure the services for each individual investigation.

4. ANALYSIS AND OPTIONS

The Region’s standard process for procuring engineering services was followed

The Supplies and Services Branch facilitated the procurement and issued a Request for Proposal seeking a firm to provide subsurface utility engineering services. The two-envelope system requires the technical proposal and the financial proposal be submitted in two separate envelopes. The proposals were evaluated based on a weighting of 80 per cent for the technical component and 20 per cent for the financial component.

Technical components of the proposal must achieve a minimum technical score of 60 per cent (48 points out of the potential 80 points) to have the financial portion of the proposal considered. If a proponent does not achieve this minimum technical score, their financial proposal is returned unopened.

The proponents, their technical scores and proposed upset limit fees are presented in Table 1.

Table 1
Evaluation Summary

Firm	Technical Score (out of 80)	Upset Fee (Excluding HST)	Financial Score (out of 20)	Total Score (out of 100)
T2 Utility Engineers Inc.	73.5	\$798,650	15.0	88.5
Planview Utility Services Limited	62.5	\$598,852	20.0	82.5
Underground Engineering Services	56.0	\$677,549	17.7	73.7
Cole Engineering Group	51.0	\$677,913	17.7	68.7
Infrastructure NDE	41.5	Not opened	0.0	41.5
Safe Roads Engineering	27.0	Not opened	0.0	27.0

The proposal from T2 Utility Engineers Inc. achieved the highest total score in response to the Request for Proposal

The proposal from T2 Utility Engineers Inc. received the highest overall technical score (73.5/80) and the highest overall score (88.5/100). Although their proposal was not for the lowest fee the proposal does represent the best overall value to the Region. T2 Utility Engineers' proposal was technically superior to the others in the following areas:

- The best methodology for determining the appropriate designating technology to utilize, which can result in quicker services and deliverables.
- The greatest amount of corporate experience in providing these services to municipalities, including York Region.
- The only firm that has all the experienced and necessary personnel on staff.
- The only firm that owns and operates all of the equipment they use for this type of work.
- The latest and most advanced equipment and leading technologies to undertake this work. T2 received a significantly higher score in this category.

It is therefore recommended that T2 Utility Engineers Inc. be retained to provide subsurface utility engineering services to the Region for a two-year term, with the option to renew for one additional year.

Link to key Council-approved plans

The subsurface utility engineering services are undertaken for projects that align with the 2011 to 2015 Strategic Plan goal to “continue to deliver and sustain critical infrastructure”.

5. FINANCIAL IMPLICATIONS

The upset limit fee for the assignment is \$798,650, excluding HST. The services provided under this contract will cover various future projects within the approved Roads Capital Budget.

6. CONCLUSION

This report seeks Council authorization to retain a firm to provide subsurface utility engineering services for investigations at various locations throughout the Region.

For more information on this report, please contact Salim Alibhai, Director, Capital Planning and Delivery, at ext. 75229.

The Senior Management Group has reviewed this report.