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Clause No. 10 in Report No. 4 of Committee of the Whole was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting held on February 20, 2014.

**CONSULTANT SELECTION FOR THE RIDGE ROAD BOOSTER PUMPING  
STATION UPGRADE IN THE TOWN OF AURORA  
PROJECT 78512 - E113004**

**Committee of the Whole recommends adoption of the following recommendations contained in the report dated February 4, 2014 from the Commissioner of Environmental Services:**

**1. RECOMMENDATIONS**

It is recommended that:

1. Council approve the award of the contract for detailed design, contract administration and site inspection services related to the Ridge Road Booster Pumping Station Upgrade to MMM Group Limited, pursuant to Request for Proposal P-13-99 at a total cost of \$625,555 excluding HST, and authorize the execution of the contract on behalf of the Region. The fee includes contract administration and site inspection services, based on an estimated construction duration of 52 weeks.
2. The Commissioner of Environmental Services be authorized to adjust contract administration and site inspection fees using the competitive fee of \$4,340 per week, excluding taxes, and not exceeding the Capital Spending Authority for this project.

**2. PURPOSE**

This report seeks Council authorization to retain engineering services for detailed design, contract administration and site inspection services related to the Ridge Road Booster Pumping Station Upgrade. As part of the Region's comprehensive asset management program, this project will extend the service life and improve operational efficiency of the pumping station.

The Region's Purchasing Bylaw requires Council authorization to award Request for Proposals over \$500,000 or when the recommended proponent is not the lowest cost. In this case, the recommended proponent has submitted the lowest cost; however, their bid is greater than \$500,000.

### **3. BACKGROUND**

#### **Need for upgrades to the Ridge Road Booster Pumping Station**

The Ridge Road Booster Pumping Station is located at 67 Ridge Road on the south side of Ridge Road, west of Yonge Street, in the Town of Aurora (*see Attachment 1*). This booster pumping station has an overall capacity of 113.6 L/s and pumps water from the Ridge Road Reservoir to feed the Aurora Southwest water supply system.

The Ridge Road Booster Pumping Station was designed in 1990 by Gore & Storrie Ltd., Consulting Engineers to meet demands of an increasing population. The Ridge Road Booster Pumping Station was constructed and commissioned in 1991 to service a newly created Pressure Zone 2. The existing Chlorination Building and Valve Chamber for the reservoir were incorporated into the new Ridge Road Booster Pumping Station building at that time. Standby power is currently available at the station.

#### **Condition assessments recommended operational and equipment upgrades to the pumping station**

The Region's comprehensive asset management program and associated condition assessments have identified the Ridge Road Booster Pumping Station as a key facility requiring mechanical, operational, instrumentation and control upgrades to ensure long-term reliable water service to the Town of Aurora.

The Aurora Southwest water supply system is treated by chloramination. The chlorine system at the facility is being upgraded to provide monitoring of both chlorine and ammonia levels in the water entering and leaving the facility. This will ensure that the quality of the water being distributed and stored at the facility continues to meet regulatory requirements.

Mechanical upgrades include replacement of pumps and addition of equipment to accommodate varied water demands by enabling adjustable flow rates, which will minimize energy consumption. Instrumentation and control upgrades include installation of a new control panel, internal wiring and associated battery backup which will provide continuous control and monitoring in the event of a power interruption. These upgrades will ensure that the facility complies with current Regional Supervisory Control and Data Acquisition (SCADA) standards.

#### **4. ANALYSIS AND OPTIONS**

##### **Pre-qualification process initiated in 2013 to select qualified engineering firms**

In September 2013, Request for Pre-qualification P-13-98 for the Ridge Road Booster Pumping Station project was advertised in the *Daily Commercial News* and electronically on *Biddingo.com* and the Regional website. During the pre-qualification stage, consulting firms were invited to submit, for evaluation, their team experience and past project experience regarding rehabilitation of pumping stations.

The following nine consulting firms submitted a formal response to this Request for Pre-qualification:

- AECOM Canada Ltd.
- Ainley & Associates Limited
- Associated Engineering
- Cole Engineering Group Limited
- Delcan Corporation
- MMM Group Limited
- RAL Engineering Ltd.
- Stantec Consulting Ltd.
- The Municipal Infrastructure Group Ltd.

##### **Request for Proposal P-13-99 was issued to seven pre-qualified engineering firms**

In accordance with the Region's Purchasing Bylaw, Request for Proposal P-13-99 for the Ridge Road Booster Pumping Station was issued to seven pre-qualified engineering firms in December 2013.

Request for Proposal P-13-99 detailed the scope of work required, which included the following services:

- Project management, planning and control
- Detailed design and tendering
- Procurement of approvals
- Construction contract administration and site inspection services
- Quality assurance and quality control

Pre-qualified consultants were invited to submit proposals for the assignment through a Request for Proposal that was advertised in the *Daily Commercial News* and electronically on *Biddingo.com* and the Regional website. Of the seven pre-qualified consulting firms listed below, five submitted proposals for this assignment and are evaluated in Table 1:

- AECOM Canada Ltd.
- Ainley & Associates Limited
- Associated Engineering
- Cole Engineering Group Limited
- Delcan Corporation
- MMM Group Limited
- The Municipal Infrastructure Group Ltd.

### **Proposals evaluated using two-envelope system**

Proposals were evaluated using the two-envelope system with technical and financial information submitted in separate envelopes. The overall proposal score was evaluated based on a weighting of 80 points for the technical proposal and 20 points for the financial proposal. Technical proposals were evaluated prior to any knowledge of financial information.

The Region's proposal evaluation team reviewed five technical proposals based on the following criteria as listed in Request for Proposal P-13-99:

- Corporate experience
- Project manager experience
- Key and technical staff/sub-consultant experience
- Project understanding
- Project approach methodology
- Project schedule, work plan and deliverables
- Project management approach
- Value added/innovative concepts
- Implementation of quality assurance and control process
- Approach to health and safety

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. Technical and financial results are summarized in Table 1.

**Table 1**  
 Consultant Proposal Evaluation Summary

<b>Consulting Engineering Firm</b>	<b>Technical Score (out of 80)</b>	<b>Total Fee (\$) (excluding taxes)</b>	<b>Financial Score (out of 20)</b>	<b>Total Score (out of 100)</b>	<b>Dollar Cost per Technical Point (\$)</b>
MMM Group Limited	60.5	\$625,555	18.8	79.3	\$10,339.75
The Municipal Infrastructure Group Ltd.	61.5	\$864,985	13.6	75.1	\$14,064.80
Delcan Corporation	52.1	\$587,175	20.0	72.1	N/A
*Cole Engineering Group Limited	39.7	N/A	N/A	N/A	N/A
**Ainley & Associates Limited	N/A	N/A	N/A	N/A	N/A

\*Financial proposal returned unopened

\*\*Proposal deemed non-compliant and rejected from further consideration

**Evaluation of proposals revealed MMM Group Limited achieved the highest total score**

When two or more bidders are within five points of the highest overall score, a dollar cost per technical point methodology is applied to determine the winning bid. In this case, the proponent with the highest total score (79.3) and lowest cost per technical point score was MMM Group Limited.

The proposal submitted by MMM Group Limited demonstrated a clear understanding of project requirements and provided an experienced team committed to working with Regional staff. The proposal submitted by MMM Group Limited represents the best value for the Region.

Supplies and Services Branch reviewed the evaluation summary and issued their report confirming that MMM Group Limited be recommended as the successful overall proponent to undertake detailed design, contract administration and site inspection services for the Ridge Road Booster Pumping Station in the Town of Aurora.

### **Link to Key Council-approved Plans**

Continuing to deliver and sustain critical infrastructure is a priority of the Region's 2011 to 2015 Strategic Plan. Delivery of this project will ensure ongoing efficient and reliable operation of the Ridge Road Booster Pumping Station, which is critical to maintain the supply of water to the Aurora Southwest water system.

## **5. FINANCIAL IMPLICATIONS**

The fee for this proposed work is \$625,555 excluding taxes. Total project budget for this project is \$2,200,000 funded from user rates and reflects the preliminary total project budget. The fee is approximately 28 per cent of the estimated cost of \$2,200,000, which is above average when compared to industry standards for this type of maintenance project. However, considering the extended schedule and staging required to implement the work while maintaining full operation of the facility and regulatory compliance, the submitted fees are reasonable.

The contract administration and site inspection fees represent almost half of the overall consultant's fee; however, when broken down into a weekly rate based on the construction duration, the fees are on the low end of typical industry rates. In addition, the fee for the design and tender component of this assignment is average, when compared to typical industry rates for this type of assignment. The approved 2014 10 Year Capital Plan has adequate Capital Spending Authority for this assignment.

Fees for this proposed work include detailed design, contract administration and site inspection services for an estimated duration of 260 working days (52 weeks). Based on the competitive price within the financial proposal submitted by MMM Group Limited, the weekly rate for these services is \$4,340. However, contract administration and site inspection services will be paid according to actual hours spent by the consultant during construction of the work. The weekly rate will be used to calculate either the increase or decrease in the fee, as the case may be, to account for actual duration of construction.

Should actual duration of construction go beyond the time specified in the tender documents, it is recommended that the Commissioner of Environmental Services be authorized to adjust the fee accordingly by the amount of \$4,340 per week, excluding taxes, within the Capital Spending Authority for this project.

## **6. LOCAL MUNICIPAL IMPACT**

Implementation of the Ridge Road Booster Pumping Station Upgrade project is important as part of the Region's ongoing commitment to invest in its infrastructure and will ensure continued and long-term reliable water servicing for the Town of Aurora. In addition, this facility upgrade will improve the overall system security and reliability of this critical pumping station.

## **7. CONCLUSION**

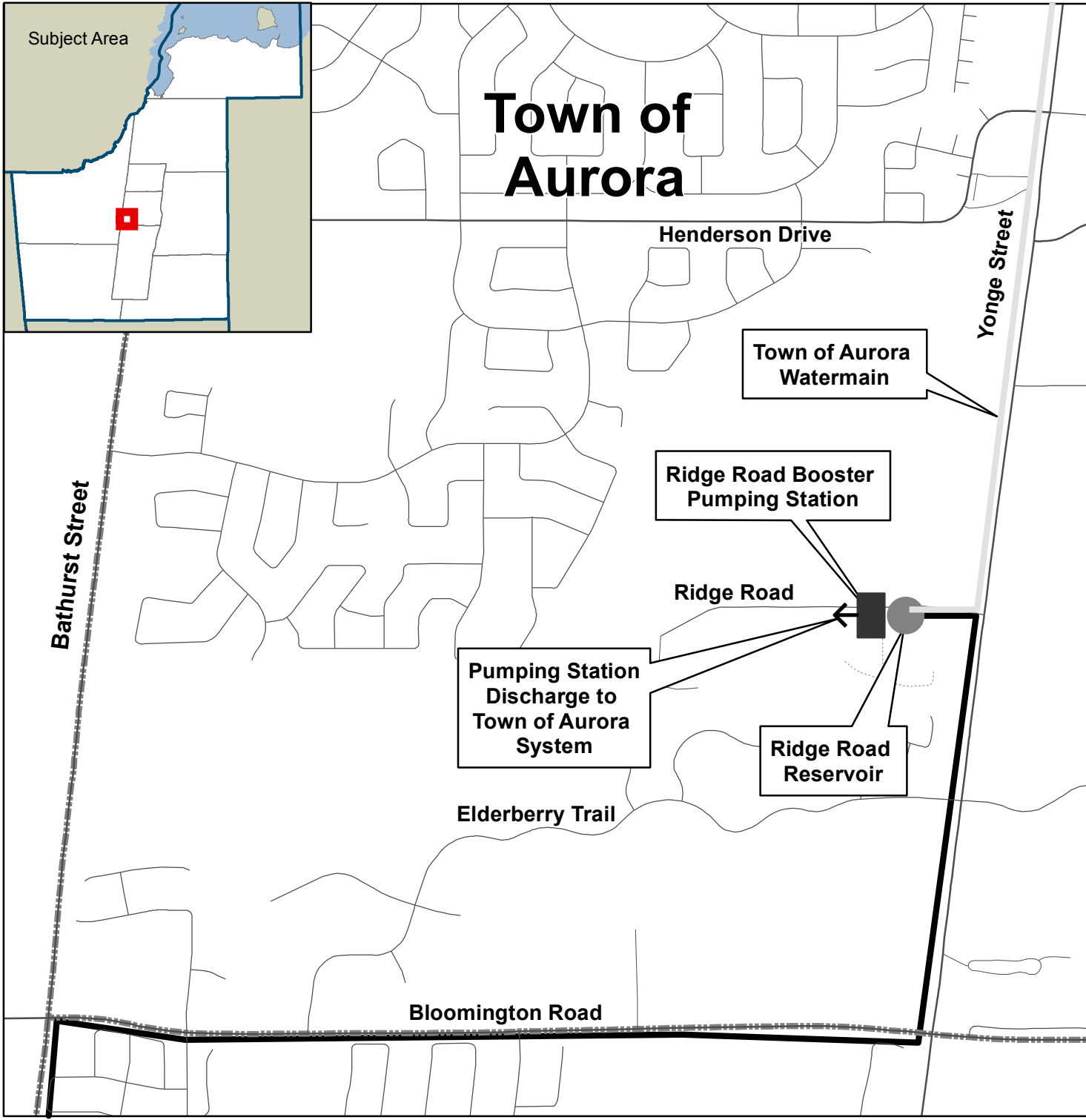
Five proposals from consulting firms were received and evaluated for this project in accordance with the Region's Purchasing Bylaw. The Proposal from MMM Group Limited represents the best value for money to the Region.

It is recommended that MMM Group Limited be engaged to undertake detailed design, contract administration and site inspection services for the Ridge Road Booster Pumping Station Upgrade in the Town of Aurora, at a fee of \$625,555 excluding taxes.

For more information on this report, please contact Mike Rabeau, Director, Capital Planning and Delivery, Environmental Services at 905-830-4444 Ext. 75157.

The Senior Management Group has reviewed this report.

*Attachment (1)*

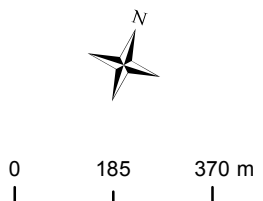


### LOCATION PLAN

Consultant Selection for the Ridge Road  
 Booster Pumping Station Upgrade in the Town of Aurora  
 Project 78512 - E113004  
 Report of the Commissioner of Environmental Services  
 February 13, 2014



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### Legend

- Regional Watermain
- Local Watermain
- Pumping Station
- Reservoir
- Municipal Boundary
- Regional Road