

**SUBJECT:** Award of RFP 195-R-19 Consulting Engineering Services for a Municipal Class Environmental Assessment Study for Elgin Mills Road from Prince Regent Street to McCowan Road (Wards 2, 5 and 6)

**PREPARED BY:** Andrew Crickmay, Senior Capital Works Engineer, Ext. 2065  
Marija Ilic, Manager, Infrastructure and Capital Works, Ext. 2136

**REVIEWED BY:** Alain Cachola, Senior Manager, Infrastructure and Capital Works, Ext. 2711

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**RECOMMENDATION:**

1. That the report entitled “Award of RFP 195-R-19 Consulting Engineering Services for a Municipal Class Environmental Assessment Study for Elgin Mills Road from Prince Regent Street to McCowan Road (Wards 2, 5 and 6)”, be received; and,
2. That the Contract for RFP 195-R-19 Consulting Engineering Services for a Municipal Class Environmental Assessment Study for Elgin Mills Road from Prince Regent Street to McCowan Road be awarded to the highest ranked lowest priced bidder, Cole Engineering Group Limited in the amount of \$482,292.64, inclusive of HST; and,
3. That a 10% contingency in the amount of \$48,229.26, inclusive of HST, be established to cover any additional costs to deliver the Municipal Class EA Project and that authorization to approve expenditures of this contingency amount up to the specified limit be in accordance with the Expenditure Control Policy; and,
4. That an allowance in the amount of \$61,056.00, inclusive of HST, be established for permits and additional fees that may be required as part of the study; and,
5. That the Engineering Department Capital Administration Fee in the amount of \$71,242.01, inclusive of HST, be transferred to Revenue Account 640-998-8871 (Capital Admin Fees); and,
6. That the project cost of \$662,819.91 (\$482,292.64 + \$48,229.26 + \$61,056.00 + \$71,242.01) inclusive of HST, be funded from capital account 640-101-5699-19033 (Elgin Mills Municipal Class Environmental Assessment Study) with budget available of \$567,000; and

7. That the budget shortfall in the amount of \$95,819.91 (\$567,000 - \$662,819.91) be funded from the Development Charges Reserve; and
8. That the Regional Municipality of York be informed of Council's decision; and further
9. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **PURPOSE:**

The purpose of this report is to obtain Council approval to:

- Award contract 195-R-19 Consulting Engineering Services for a Municipal Class Environmental Assessment Study for Elgin Mills Road ("Elgin Mills EA Study") to Cole Engineering Group Limited ("Cole Engineering"), and
- Approve the increase in the 2019 Capital Budget 640-101-5699-19033 "Elgin Mills Road Municipal Class EA Project" in the amount of \$95,819.91, inclusive of HST, to be funded from the Development Charges Reserve

### **BACKGROUND:**

With the anticipated development in the North District (formerly known as the Future Urban Area or FUA) or North Markham Future Urban Area ("NM FUA"), the following regional and municipal roads, and intersections are required to be built or widened in order to accommodate the projected population growth:

**Table 1 - Roads**

<b>Road</b>	<b>Section</b>	<b>Jurisdiction</b>
Elgin Mills Road	Victoria Square Boulevard to approximately 1000m east of Kennedy Road	currently Markham, future York Region
Warden Avenue	Major Mackenzie Drive to 19 <sup>th</sup> Avenue	York Region
Kennedy Road	Major Mackenzie Drive to Elgin Mills Road	York Region
19 <sup>th</sup> Avenue	Woodbine Avenue to Warden Avenue	Markham

**Table 2 - Intersections**

<b>Intersection</b>	<b>Jurisdiction</b>
Elgin Mills Road and Victoria Square Boulevard	York Region
Elgin Mills Road and Warden Avenue	York Region
Elgin Mills Road and Kennedy Road	York Region
Woodbine Avenue and 19 <sup>th</sup> Avenue	York Region

The North District will also require internal collector roads, which were identified in the FUA Conceptual Master Plan. The NM FUA landowners are currently undertaking a Schedule C Municipal Class EA Study to confirm that proposed NM FUA collector road network, including roads that will intersect with Elgin Mills Road.

In addition, the City of Markham (“City”) completed the Municipal Class Environmental Assessment Study for the entirety of Victoria Square Boulevard in 2018 and is currently undertaking detailed design for improvements of the road, including the intersection with Elgin Mills Road.

### **OPTIONS/ DISCUSSION:**

The City completed the FUA Conceptual Master Plan Volume 2 – Transportation, Water, and Wastewater Master Plan in accordance with the Municipal Class Environmental Assessment, satisfying Class EA Phase 1 (Identify the Problem/Opportunity) and Class EA Phase 2 (Identify Alternative Solutions and Establish the Preferred Solution). The Elgin Mills Road corridor was included in the FUA Conceptual Master Plan (“CMP”) Volume 2.

With the City having completed Phase 1 and 2 of the EA Study for Elgin Mills Road (between Victoria Square Boulevard and 1000m east of Kennedy Road), the City is now carrying out the remaining Municipal Class EA Phases - Phase 3 (Identify Alternative Design Concepts for the Preferred Solution) and Phase 4 (Prepare an Environmental Study Report).

As the limit of the Elgin Mills EA Study extends easterly to McCowan Road and westerly to Prince Regent Street, Phases 1 through 4 will be completed for these sections under this study.

### **Bid Information (195-R-19)**

Bid closed on	December 5, 2019
Number picking up bid document	14
Number responding to bid	8

### **Proposal Evaluation**

The Evaluation Team was comprised of staff from the Engineering Department and facilitated by staff from the Procurement Department. The technical evaluation was based on pre-established evaluation criteria as outlined in the Request for Proposal: 5% qualifications and experience of the consulting firm, 15% qualifications and experience of the project manager and team, 15% demonstrated understanding of the project, 35% project methodology, schedule and work plan, and 30% price, totaling 100%.

<b>Bidder</b>	<b>Total Score (out of 100)</b>	<b>Rank Results</b>
Cole Engineering Group Ltd.	85	1

Note: Bid prices ranged from \$482,293 to \$937,102.75 (Incl. of HST).

Staff is recommending the highest ranked / lowest priced bidder as their proposal demonstrated their experience and capability to undertake projects of similar size and scope. They have a comprehensive understanding of the project requirements and provided a thorough methodology and work plan.

### FINANCIAL CONSIDERATIONS

Budget available	\$ 567,000.00	640-101-5699-19033 Elgin Mills Road Municipal Class EA Project
Less cost of award	\$ 426,833.44 \$ 45,792.00 \$ 9,667.00 \$ 482,292.64 \$ 48,229.26 \$ 560,521.90  \$ 61,056.00 \$ 71,242.01 \$ 662,819.91	Consulting Services (Incl. of HST) Allowances* Provisional Items ** Bid Price (Incl. of HST) Contingency @ 10% Cost of Award (Incl. of HST)  Permits / Additional Fees *** Engineering Admin Fees Total Project Cost
Budget remaining after award	(\$ 95,819.91)	*****

\*The allowances will cover the requirement for any additional topographic surveys and legal surveys.

\*\*The provisional items are for public facilitator services, preliminary foundation investigation and design report, and a structural design report.

\*\*\*The permits and additional fees includes TRCA review fees, EA notifications and public meeting rentals, legal fees, as well as additional studies/analyses deemed necessary as a result of findings during the EA Study (i.e. additional boreholes, tree inventory, Phase II ESA, slope stability, etc.)

\*\*\*\*Shortfall in the amount of \$95,819.91 will be funded from the Development Charges Reserve.

The original budget of \$567,000.00 was approved by Council on June 25, 2019 under the Elgin Mills Road Municipal Class Environmental Assessment Report. The approved budget was for a study area from Victoria Square Boulevard to 1000m east of Kennedy Road. After the project budget was approved, Staff was directed to change the scope by extending the study limit to McCowan Road.

### HUMAN RESOURCES CONSIDERATIONS:

Not applicable.

### ALIGNMENT WITH STRATEGIC PRIORITIES:

The proposed work for Elgin Mills Road will be required to accommodate the proposed development of the North District. The North District expansion will accommodate a portion of Markham's growth to 2031 as identified in the Markham Official Plan 2014 and York Region Official Plan 2010.

**BUSINESS UNITS CONSULTED AND AFFECTED:**

Finance department was consulted and their comments have been addressed in this report.

**RECOMMENDED BY:**

Brian Lee, P.Eng.  
Director of Engineering

Arvin Prasad, MCIP, RPP  
Commissioner, Development  
Services

**ATTACHMENTS:**

Figure 1 – Study Map, Elgin Mills Road