



Report to: Development Services Committee

Meeting Date: November 9, 2020

SUBJECT: Award of RFP 037-R-20 Consulting Engineering Services for the Detailed Design of the 2020 Sidewalk Program (Wards 1, 2, 7 and 8)

PREPARED BY: Mark Siu, Senior Capital Works Engineer, Ext. 2625
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REVIEWED BY: Alain Cachola, Senior Manager, Infrastructure and Capital Works, Ext. 2711

RECOMMENDATION:

1. That the report entitled “Award of RFP 037-R-20 Consulting Engineering Services for the Detailed Design of the 2020 Sidewalk Program (Wards 1, 2, 7 and 8) be received; and,
2. That the contract for RFP 037-R-20 Consulting Engineering Services for the 2020 Sidewalk Design be awarded to the highest ranked, second lowest priced bidder, Accardi Schaeffers & Associates Ltd. in the amount of \$516,833.96, inclusive of HST; and,
3. That a 10% contingency in the amount of \$51,683.40, inclusive of HST, be established to cover any additional costs to deliver the design 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 \$4,070.40, inclusive of HST, be established for permits and additional fees (i.e. TRCA review fees) that may be required as part of the work, and,
5. That the Engineering Department Capital Administration and Contract Admin Fee in the amount of \$103,277.60, inclusive of HST, be transferred to Revenue Account 640-998-8871 (Capital Admin Fees); and,
6. That the project cost of \$675,865.36 (\$516,833.96 + \$51,683.40 + \$4,070.04 + \$103,277.60), inclusive of HST, be funded from capital accounts 083-5350-20045-005 (Sidewalk Program (Design)) and 083-5350-20049-005 (Streetlighting Program (Design)) with available budget of \$675,900.00; and,
7. That the remaining budget in the amount of \$34.64 be returned to the original funding source; and further,
8. 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 037-R-20 for Consulting Engineering Services for the Detailed Design of the 2020 Sidewalk Program (“2020 Sidewalk Program”).

BACKGROUND:

On December 12, 2018, Council approved [Arterial and Collector Road Sidewalk Completion Programs, All Wards](#), report to carry out the annual sidewalk capital program (“The Program”) to close sidewalk network gaps on arterial and collector roads over the period of 2019 to 2028. In 2019, staff awarded the contract for detailed design for 5.6 km of sidewalk network gaps within Wards 1, 3, 4, 5, and 8, with construction commencing spring of 2021.

To provide for a safe and illuminated environment for pedestrians, the Program also reviews the existing street lighting to ensure illumination levels meet the current City’s design criteria.

The 2020 Sidewalk Program (Design) is the second annual sidewalk detailed design award under the Program.

OPTIONS/ DISCUSSION:

The 2020 Sidewalk Program summarized in **Table 1** includes the detailed design of sidewalks for approximately 5.5 km of sidewalk network gaps within Wards 1, 2, 7, and 8.

Table 1: 2020 Sidewalk Program

Road Section	Sidewalk Information		
	Ward	Length (m)	Side
Aileen Road - John Street to Green Lane	1	370	W
Elgin Street Henderson Avenue to 360 metre west of Henderson Avenue	1	360	N
Henderson Avenue - Steeles Avenue to Grandview Avenue	1	320	E
Willowdale Boulevard -Steeles Avenue to Grandview Avenue	1	350	W
Allstate Parkway - Centurian Drive to Tiverton Court	2	375	E
Frontenac Drive - Highway 7 to Centurian Drive	2	480	W & E
Valleywood Drive - Allstate Boulevard Renfrew Drive	2	650	N
14th Avenue - 100 m west of Markham Road to Markham Road	7	100	S
Cochrane Drive - Perth Avenue to Cochrane Drive	8	1650	Outside
Commerce Valley Drive West - Leslie Avenue to Highway 7	8	650	N & E
Lanark Road - Cochrane Drive to Woodbine Avenue	8	160	N
Woodbine Avenue - Steeles Avenue to 68 meters north of Steeles Avenue	8	70	W
Total		5535	

A review of the City's database of existing street lighting deficiencies were undertaken prior to the release of the 2020 Sidewalk Program. The review identified that all segments with sidewalk gaps (except Woodbine Avenue) require illumination upgrades to conform with the City's design criteria. Streetlighting design will also be completed along the road sections in Table 3, except for Henderson Avenue where the limit is extended to Doncaster Avenue, and for Elgin Street, where limit is extended to Albion Close. The Consultant will confirm the deficiency in the existing lighting levels at the beginning of the project.

Bid Information (037-R-20)

Bid closed on	September 30, 2020
Number picking up bid document	7
Number responding to bid	5

Proposal Evaluation

The Evaluation Team was comprised of staff from the Engineering Department and facilitated by staff from the Finance Department. The technical evaluation was based on pre-established evaluation criteria as outlined in the Request for Proposal: 10% qualifications and experience of the consulting firm, 15% qualifications and experience of the project manager and team, 20% demonstrated understanding of the project, 25% project methodology, schedule and work plan, and 30% price, totaling 100%.

Bidder	Total Score (out of 100)	Rank Results
Accardi Schaeffers & Associates Ltd.	84.87	1

Note: Bid prices ranged from \$415,445 to \$704,515 (Incl. of HST).

Staff is recommending the highest ranked / 2nd 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	\$ 485,500.00	083-5350-20045-005 Sidewalk Program (Design)
	\$ 190,400.00	083-5350-20049-005 Streetlighting Program (Design)
	\$ 675,900.00	Total
Less cost of award	\$ 471,041.96	Consulting Services (Incl. of HST)
	\$ 45,792.00	Allowances*
	\$ 516,833.96	Bid Price (Incl. of HST)
	\$ 51,683.40	Contingency @ 10%
	\$ 568,517.36	Cost of Award (Incl. of HST)

	\$ 4,070.40	Permits / Additional Fees **
	\$ 103,277.60	Engineering Fees
	\$ 675,865.36	Total Project Cost
Budget remaining after award	\$ 34.64	To be returned to original funding source

* The allowances will cover the requirement for Level 'A' subsurface utility engineering (SUE) and contract administration assistance.

** Permits and additional fees include TRCA review fees

HUMAN RESOURCES CONSIDERATIONS:

Not applicable.

ALIGNMENT WITH STRATEGIC PRIORITIES:

The recommendations contained in this report align with the strategic focus for a Safe & Sustainable Community, through the ongoing management of the City's transportation network. This recommendation is also consistent with the policies of the City Official Plan.

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