



Report to: Development Services Committee

Meeting Date: June 18, 2024

SUBJECT: Award of RFP 100-R-24 Consulting Services for Contract Administration, Field Ambassador, Site Inspection and Post Construction Services for Main Street Unionville Reconstruction Project

PREPARED BY: Rashad Jabr, Capital Works Engineer, Ext. 2371
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Tony Casale, Senior Construction Buyer, Ext. 3190

RECOMMENDATION:

- 1) That the report entitled “Award of RFP 100-R-24 Consulting Services for Contract Administration, Field Ambassador, Site Inspection and Post Construction Services for Main Street Unionville Reconstruction Project” be received;
- 2) That the contract for contract administration, field ambassador, site inspection & post construction services for Main Street Unionville reconstruction project be awarded to the highest ranked, third lowest priced bidder, EXP Services Inc., in the amount of \$892,137.55 inclusive of HST;
- 3) That an allowance in the amount of \$302,227.20, inclusive of HST, be established for geotechnical investigation, material testing during construction, a qualified person for excess soil management and for coordination with the designer during construction;
- 4) That a 10% contingency in the amount of \$119,436.48 inclusive of HST, be established to cover any additional consulting services to deliver the project and that authorization to approve expenditures of this contingency amount up to the specified limit be in accordance with the Expenditure Control Policy;
- 5) That the Engineering Department Capital Administration fee in the amount of \$118,242.11 be transferred to revenue account 640-998-8871 (Capital Administration Fee);
- 6) That the cost in the amount of \$1,432,043.34 (\$892,137.55 + \$302,227.20 + \$119,436.48 + \$118,242.11) be funded from the capital account 083-5350-22338-005 with available budget of \$1,462,043.34;
- 7) That the remaining budget in the amount of \$30,000 be retained for legal opinions to address potential legal challenges arising from operational disruption;
- 8) That the Mayor and Clerk be authorized to execute an agreement with the property owner of 198 Main Street Unionville to fund the design and construction of the lateral service connections for their future development in the overall project construction tender for the Main Street Unionville Reconstruction Project; and,
- 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 the contract for the contract administration, field ambassador, site inspection & post construction services for Main Street Unionville reconstruction project.

BACKGROUND:

The assignment encompasses the contract administration work, site inspection, field ambassador, and post-construction services of the Main Street Unionville reconstruction project, which aims to enhance the roadway and preserve the historic charm of Unionville's commercial district. The construction scope includes roadway improvements, storm sewer refurbishment, and watermain installations along Main Street and adjacent roads. Refer to Attachment 'A' for a detailed map of the Main Street Unionville Reconstruction project. The scope of work for the construction includes the following:

- Main Street Unionville Reconstruction.
- The East Lane Rehabilitation and parking improvements.
- Carlton Road Watermain Replacement.
- Victoria Avenue Rehabilitation

It is anticipated that construction will begin in August 2024 and be completed by December 2025.

Bid Information (100-R-24):

Bids closed on	April 19, 2024
Number picking up the Bid document	13
Number responding to the Bid	5

Proposal Evaluation:

The Evaluation Team was comprised of staff from the Engineering Department and facilitated by staff from the Procurement Division. The City released this RFP utilizing a two-stage evaluation process.

Stage One (1) – Mandatory and Technical Evaluation

Under Stage One, proponents were required to demonstrate their experience based on the following mandatory requirements:

- Provide 3 complex, urban combined roadway and sewer and/or watermain projects with a value \geq \$3.5M each; and
- Provide 2 multi-year projects with multi-discipline components

The mandatory evaluation criteria ensured that Proponents had the relevant experience to carry out the assignment. All 5 Proponents met the mandatory evaluation criteria and were further evaluated under the Technical Evaluation.

Under the Technical Evaluation, Bidders were assessed based on pre-established evaluation criteria as outlined in the Request for Proposal; 25% corporate experience, project team and structure, 25% project understanding and approach, 20% project resources and workplan and 5% proposal structure and quality. Bidders that did not achieve a technical score of 56.25 points out of 75 (75%) would not proceed any further and their

financial Proposal would remain sealed in the bidding system. Five bidders were evaluated in Stage 1 and three bidders achieved the minimum technical score to proceed to Stage 2 of the evaluation.

Stage Two (2) – Financial Evaluation

Under Stage 2 – Financial Evaluation, Bidders which achieved a total technical score of 56.25 points or greater out of 75 were assessed based on their Bid Price exclusive of HST. The highest ranked bidder was determined by adding the points awarded under Stage 1 – Technical Evaluation and Stage 2 – Price Evaluation.

Bidder	Total Score (out of 100)	Rank Results
EXP Services Inc.	91.41	1

* Bid prices ranged from \$1,082,084 to \$1,194,364.75 inclusive of HST.

Future Development on Main Street Unionville

To protect for future development proposed on the west side of Main Street, the City consulted with the property owners to include the lateral service connections for their future development in the overall project construction tender of the Main Street Unionville Reconstruction project. The property owners to upfront the costs for the lateral service connections.

The property owner of 198 Main Street advised City staff of their interest to fund the design and construction of the lateral service connections for their future development in the overall project construction for the Main Street Unionville reconstruction project and to enter into an agreement for the cost share of the lateral service connections.

OPTIONS/ DISCUSSION:

EXP Services Inc. demonstrated a thorough and comprehensive understanding of the project requirements. With the necessary experience, qualifications, and capability, they are well-equipped to conduct an assignment of this magnitude and complexity. This is evident in their detailed methodology and well-structured work plan, which reflect a clear grasp of the project's needs.

FINANCIAL CONSIDERATIONS

Recommended bidder	EXP Services Inc. (Highest ranked / Third Lowest priced bidder)	
Current budget available	\$1,462,043.34	083-5350-22338-005 MSU Reconstruction
Less cost of award	\$ 892,137.55	Consulting Services (Incl. of HST)
	\$ 302,227.20	Allowances *
	<u>\$ 119,436.48</u>	Contingency @ 10%
	\$1,313,801.23	Cost of award (Incl. of HST)
	<u>\$ 118,242.11</u>	Internal Management Fees
	\$1,432,043.34	Total Project Cost
Budget remaining after this award	\$ 30,000.00	**

* The allowances are for geotechnical investigation, material testing during construction, a qualified person for excess soil management and for coordination with the designer during construction.

**The remaining budget of \$30,000 will be retained for legal opinions to address potential legal challenges arising from operational disruption.

OPERATING BUDGET AND LIFE CYCLE IMPACT:

The requested award has no incremental impact to the Operating Budget or Life Cycle. The contract will be funded from Project 22338 (funded by non-DC growth reserve and the Canada Community-Building Fund).

ALIGNMENT WITH STRATEGIC PRIORITIES:

The proposed work is required to continue to accommodate growth and improve safety in the City of Markham. The program aligns with the City's Strategic Plan goals of "Safe & Sustainable Community" and "Stewardship of Money & Resources".

BUSINESS UNITS CONSULTED AND AFFECTED:

Finance has reviewed and approved the report.

RECOMMENDED BY:

Frank Clarizio, P.Eng.
Director, Engineering

Arvin Prasad, MPA, RPP, MCIP
Commissioner, Development Services

ATTACHMENTS:

Attachment 'A' – Project Location Map

Attachment 'A' – Project Location Map

