



Report to: Development Services Committee

Meeting Date: June 4, 2024

SUBJECT: Award of RFP 084-R-24 Consulting Services for Detailed Design, Contract Administration and Site Inspection Services for Active Transportation at Five Priority Locations

PREPARED BY: Manzora Nero, Capital Works Engineer, Ext. 2017
Salia Kalali, Senior Manager, Infrastructure & Capital Projects, Ext. 2360
Tony Casale, Senior Construction Buyer, Ext. 3190

RECOMMENDATIONS:

- 1) That the report entitled “Award of RFP 084-R-24 Consulting Services for Detailed Design, Contract Administration and Site Inspection Services for Active Transportation at Five Priority Locations” be received;
- 2) That the contract for consulting engineering services for the detailed design, contract administration and site inspection for Active Transportation at Five Priority Locations be awarded to the highest ranked, lowest priced bidder, Chisholm Fleming & Associates in the amount of \$550,577.42 inclusive of HST;
- 3) That an allowance in the amount of \$40,704.00, inclusive of HST, be established for geotechnical investigation and material testing during construction which may be required;
- 4) That a 10% contingency in the amount of \$59,128.14, 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 \$58,536.86 be transferred to revenue account 640-998-8871 (Capital Administration Fee);
- 6) That the cost in the amount of \$708,946.42 (\$550,577.42 + \$40,704.00 + \$59,128.14 + \$58,536.86) be funded from capital account 23455 with available budget of \$571,300.00 and from Infrastructure Canada’s Active Transportation Fund grant contribution of \$325,215.18;
- 7) That the remaining amount of \$20,000.00 be retained in the account for the legal opinion on operations and maintenance level of service for protected cycling facilities and for the ATF’s Indigenous Consultation requirement, and the remaining \$167,568.76 be returned to the original funding source; and
- 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 the contract for the detailed design, contract administration and site inspection services for new active transportation facilities at five priority locations identified in the Active Transportation Master Plan (ATMP).

BACKGROUND:

The ATMP was endorsed by Council on May 30, 2022. As part of the ATMP program cycling project prioritization, short-term five-year and ten-year capital plans were developed. The ATMP capital plans were endorsed with the implementation of the specific projects within the program being subject to the annual capital budget request and approval process.

The following five priority locations were identified from the five-year ATMP program:

1. Calvert Road, Woodbine Avenue to Warden Avenue;
2. Clegg Road, Rodick Road to South Town Centre Boulevard;
3. Allstate Parkway, Highway 7 to Centurian Drive;
4. Ferrier Street, Steeles Avenue to Gibson Drive; and
5. Gillingham Avenue and Elson Street, Hillcroft Drive to Marydale Avenue.

Attachment 'A' provides a location map for the corridors. The anticipated design completion is February 2025 with construction planned to commence in Spring 2025 and be substantially completed by December 2025.

In addition to the five priority locations identified above, the detailed design for the following two priority locations from the five-year ATMP program commenced in 2023 as a separate project:

1. Main Street Markham North, Bullock Drive / Parkway Avenue to 16th Avenue; and
2. Carlton Road, Kennedy Road to McCowan Road.

The tendering, contract administration and construction for the two priority locations are to be combined with the five priority locations upon design completion. The construction budget will be requested for the seven locations in 2025.

In February 2023, the City of Markham received grant funding from Infrastructure Canada's Active Transportation Fund (ATF) for the design and implementation of new active transportation facilities at the seven identified priority locations from the ATMP program. The Contribution Agreement was fully executed in February 2024, with the approved grant representing up to 60% of the total eligible project costs, up to a maximum total funding of \$1,335,000.00 for the design and construction of new active transportation facilities at the seven locations. The estimated total cost for the design and construction of the active transportation facilities at the seven locations is \$2,225,000.00. The ATF grant funding has a required construction completion date of March 2026 for all eligible costs.

Bid Information (084-R-24):

Bids closed on	April 11, 2024
Number picked up the Bid document	11
Number responded to the Bid	4

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 1 – Technical Evaluation

Under Stage 1 – Technical Evaluation, Bidders were assessed based on pre-established evaluation criteria as outlined in the Request for Proposal (RFP); 20% corporate experience, project team and structure, 25% project understanding and approach, 25% project resources and workplan, and 5% proposal structure and quality. Bidders that did not achieve a technical score of 56.25 out of 75 points (75%) would not proceed any further and their financial proposal would remain sealed in the bidding system. All four of the bidders achieved the minimum technical score to proceed to Stage 2 – Financial Evaluation.

Stage 2 – Financial Evaluation

Under Stage 2 – Financial Evaluation, Bidders 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	Technical Score	Financial Score	Total Score (out of 100)
Chisholm Fleming & Associates	66.00	25.00	91.00

Bid prices ranged from \$591,281.42 to \$880,539.46 inclusive of allowances and HST.

OPTIONS/DISCUSSION:

Chisholm Fleming & Associates have the required experience, qualifications and capability to undertake a study of this size and scope and have demonstrated a comprehensive understanding of the project requirements, reflected in the proposed detailed methodology and work plan.

FINANCIAL CONSIDERATIONS:

Recommended bidder	Chisholm Fleming & Associates (Highest ranked / Lowest priced bidder)	
Current budget available	\$ 571,300.00	640-101-5399-23455 – ATMP – 5 Location Design and Contract Administration
	<u>\$ 325,215.18</u>	Infrastructure Canada's ATF grant*
	\$ 896,515.18	
Less cost of award	\$ 550,577.42	Consulting Services (Incl. of HST)
	\$ 40,704.00	Cash Allowances (Incl. of HST)**
	<u>\$ 59,128.14</u>	Contingency @ 10%
	\$ 650,409.56	Cost of award (Incl. of HST)
	<u>\$ 58,536.86</u>	Internal Management Fees
	\$ 708,946.42	Total Cost
Budget remaining after this award	\$ 187,568.76	***

*The amount of \$325,215.18 (60% of eligible consulting services expenses) will be received from Infrastructure Canada's ATF grant upon project completion.

**The cash allowance is for geotechnical investigations and material testing during construction.

***From the remaining budget of \$187,568.76, \$10,000.00 will be retained for the legal opinion on operations and maintenance level of service for protected cycling facilities, and \$10,000 will be retained for any fees for ATF's Indigenous Consultation requirement. The remaining balance of \$167,568.76 (\$187,568.76- \$20,000.00) will be returned to the original funding source.

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 federal funding, and Project 23455 (funded by Development Charges, non-DC growth reserve, and community benefits charges).

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' – Location Map

Attachment 'A' – Active Transportation Facilities Location Map

