



Report to: Development Services Committee

Meeting Date: June 18, 2024

SUBJECT: Award of RFP 082-R-24 Consulting Services for Contract Administration, Site Inspection and Post Construction Services for the 2024 Sidewalk Construction Program

PREPARED BY: Lily Li, Capital Works Engineer, Ext. 4055
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 082-R-24 Consulting Services for Contract Administration, Site Inspection and Post Construction Services for the 2024 Sidewalk Construction Program” be received;
- 2) That the contract for consulting engineering services for contract administration, site inspection and post construction for the 2024 Sidewalk Construction Program be awarded to the highest ranked bidder, Accardi Schaeffers & Associates Limited in the amount of \$396,601.46 inclusive of HST;
- 3) That an allowance in the amount of \$183,168.00, inclusive of HST, be established for C.N. Rail permitting and flagging fees, geotechnical investigation and material testing during construction and for coordination with the design consultant during construction, which may be required;
- 4) That a 10% contingency in the amount of \$57,976.95, 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 \$57,397.18 be transferred to revenue account 640-998-8871 (Capital Administration Fee);
- 6) That the cost in the amount of \$695,143.59 (\$396,601.46 + \$183,168.00 + \$57,976.95 + \$57,397.18) be funded from capital accounts 23093 and 24052 with available budget of \$705,341.73;
- 7) That the remaining budget in the amount of \$10,198.14 be returned to the original funding sources; and
- 8) That \$156,295.65 from account 083-5350-23093-005 for the consulting engineering services for contract administration, site inspection and post construction for the 2024 Sidewalk Construction Program award be consolidated into 083-5350-24052-005; 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 contract administration, site inspection and post construction services for the 2024 Sidewalk Construction Program.

BACKGROUND:

In 2018, the City of Markham's Council endorsed the Sidewalk Network Completion Program, which prioritizes sidewalk gaps on roads classified as "arterial" or "collector". Council reconfirmed that support in May 2023. These arterial and collector corridors benefit all residents by unifying our communities, providing access to the vast majority of community amenities and services such as schools, parks, community centres, public transit, employment areas, etc. The City administers the sidewalk program and has developed an annual sidewalk construction program to facilitate a safe and reliable sidewalk network.

Design for eight (8) of the locations identified in the Sidewalk Network Completion Program report is complete and has been tendered as part of the 2024 Sidewalk Construction Program. Approximately 5.3 km of sidewalks and 49 new streetlights will be constructed as part of the 2024 Sidewalk Construction Program. Construction for these locations is planned to commence in summer 2024 and all locations to be substantially completed by fall 2025.

The project locations are as follows:

Table 1 – Project Locations

#	Road Section	Ward	Length (m)	Side
1	Cochrane Dr. (Perth Avenue to Cochrane Drive)	8	1660	Outside
2	Commerce Valley Drive West (Leslie to Hwy 7)	8	650	N/E
3	14 th Avenue (100m west of Markham Road. to Markham Road)	7	120	S
4	Carlton Road (Warden Avenue to Braitewaite Road)	3	465	N
5	Heritage Road (McCowan Road to Laidlaw Boulevard)	4	585	S
6	McIntosh Drive (Woodbine Avenue to Apple Creek Drive)	2	440	S/E
7	Riviera Drive (Rodick Road to 14 th Avenue)	8	900	S
8	Frontenac Drive (Hwy 7 to Centurian Drive)	2	520	E & W

The City released a Request for Proposal (RFP 082-R-24) for Contract Administration, Site Inspection and Post Construction Services for the 2024 Sidewalk Construction Program on April 10, 2024.

Bid Information (082-R-24):

Bids closed on	May 8, 2024
Number picked up the Bid document	13
Number responded to the Bid	7

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 – Mandatory and Technical Evaluation

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

- Provide 3 complex, urban road way, sidewalk & streetlight construction projects with a value \geq \$2M each;
- Provide 2 multi-year projects with multiple design components;
- The Contract Administrator must have a minimum 7 years' experience in municipal linear infrastructure consulting including a demonstrated experience leading a team, and construction leads on projects of a similar size and complexity; and
- The Site Inspector must have a minimum 5 years' experience overseeing/inspecting, in the field, construction contracts of a similar nature.

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

Under the Technical Evaluation, Proponents were assessed based on pre-established evaluation criteria as outlined in the Request for Proposal (RFP); 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 out of 75.0 points (75%) would not proceed any further and their financial proposal would remain sealed in the bidding system. Only one bidder achieved the minimum technical score to proceed to Stage 2 – Financial Evaluation. The remaining bidders that did not achieve the minimum technical score to proceed to Stage 2 received technical scores in the range of 30.0 to 41.0 out of 75.0 points.

Stage 2 – Financial Evaluation

Under Stage 2 – Financial Evaluation, Bidders were assessed based on their Bid Price exclusive of HST. The sole bidder that passed the Stage 1 Technical Evaluation received the full financial score.

Bidder	Technical Score	Financial Score	Total Score (out of 100)
Accardi Schaeffers & Associates	66.00	25.00	91.00

OPTIONS/DISCUSSION:

Accardi Schaeffers & 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.

In contrast, the other proponents which were evaluated under Stage 1 Technical Evaluation did not demonstrate a comprehensive understanding of the project scope and/or the sufficient expertise in construction contract administration and site inspection.

FINANCIAL CONSIDERATIONS:

Recommended bidder	Accardi Schaeffers & Associates (Highest ranked bidder)	
Current budget available	\$ 156,295.65 <u>\$ 549,046.08</u> \$705,341.73	083-5350-23093-005 Centurian/Frontenac Intersection 083-5350-24052-005 Sidewalk Program (Construction) Total Budget Available
Less cost of award	\$ 396,601.46 \$ 183,168.00 <u>\$ 57,976.95</u> \$ 637,746.41 <u>\$ 57,397.18</u> \$ 695,143.59	Consulting Services (Incl. of HST) Cash Allowances (Incl. of HST)* Contingency @ 10% Cost of award (Incl. of HST) Internal Management Fees Total Cost
Budget remaining after this award	\$ 10,198.14	**

*The cash allowance is for C.N. Rail permitting and flagging fees, geotechnical investigation and material testing during construction and for coordination with the designer during construction

**The remaining budget of \$10,198.14 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 Project 23093 and 24052 (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."

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 Service