



Report to: General Committee

Meeting Date: October 22, 2024

SUBJECT: Award of Proposal 120-R-24 - Contract Administration, Site Inspection & Post Construction Services for Victoria Square Boulevard (Phase 1) Road Improvement

PREPARED BY: Kyle Saulnier, Capital Works Engineer, Ext. 2316
Salia Kalali, Senior Manager, Ext 2360
Tony Casale, Senior Construction Buyer, Ext. 3190

RECOMMENDATION:

- 1) That the report entitled “Award of Proposal 120-R-24 - Contract Administration, Site Inspection & Post Construction Services for Victoria Square Boulevard (Phase 1) Road Improvement” be received;
- 2) That the contract for contract administration, site inspection and post construction services for Victoria Square Boulevard (Phase 1) Road improvement be awarded to the highest ranked / 3rd lowest priced bidder, EXP Services Inc. (EXP) in the amount of \$695,941.52 inclusive of HST;
- 3) That an allowance in the amount of \$230,995.20, inclusive of HST, be established for geotechnical investigations, material testing during construction, excess soil management, coordination with the Design Consultant during construction, coordination with utility companies and for an external financial audit of the consulting fees, which may be required;
- 4) That a 10% contingency in the amount of \$92,693.67, inclusive of HST, be established to cover any additional 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 \$91,766.74 be transferred to revenue account 640-998-8871 (Capital Administration Fee);
- 6) That the cost in the amount of \$1,111,397.13 (\$695,941.52 + \$230,995.20 + \$92,693.67 + \$91,766.74) be funded from capital account 23113 with available budget of \$1,349,868.00;
- 7) That the remaining budget in the amount of \$238,470.87 will be retained in the account until after the award of the construction contract and any remaining amount will be returned to original funding source at that time;
- 8) That the Mayor and Clerk be authorized to execute an agreement with the property owner of 10183 Victoria Square Boulevard for the property owner to pay for all costs for the design and construction of the lateral service connections (sanitary and watermain) for their property within the overall project construction tender for the Victoria Square Boulevard Improvement (Phase 1) Project; 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 the contract for contract administration, site inspection and post construction services for Victoria Square Boulevard Road Improvement (Phase 1).

BACKGROUND:

The existing Victoria Square Boulevard (VSB) is a 2-lane rural roadway, approximately 2.8 km in length that stretches from Woodbine Avenue South to Woodbine Avenue North. The roadway is drained by roadside ditches and culverts to tributaries of Carlton Creek. There are discontinuous installations of curb and gutter, watermains and sewers throughout the VSB corridor. The project includes upgrading VSB corridor to an urban cross-section in select locations, a continuous left-turn lane, implementation of new parking spaces and boulevard construction on both sides with separate cycle tracks, sidewalks and double rows of trees. Underground works include storm drainage system (catch basins and storm sewers), watermain extension and new sanitary sewer. As part of this work, the consultant will provide construction contract administration, site inspection and post construction services. Construction is anticipated to commence in spring 2025 and be completed by fall 2026.

The property owner of 10183 VSB requested the city to include lateral watermain and sanitary sewer service connections to their property, as part of the VSB construction project. Staff determined this was in the best interest of the City to conduct this work as part of the current project, to minimize future disturbances to the surface of the right of way. The City responded indicating that this work could be included as part of the VSB construction contract, contingent on the homeowner’s approval of the construction costs and entering into a Cost Recovery Agreement with the City regarding the work. The resident will pay the full amount for the service connections. The resident has since agreed to the estimated construction costs for the service connections, and pending this report’s approval, will be sent the Agreement and construction costs to finalize the service connection work.

Bid Information (120-R-24):

Bids closed on	May 23, 2024
Number picked up the Bid document	14
Number responded to the Bid	6

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 Request for Proposal utilizing a two-stage evaluation process.

Stage 1 – Mandatory and Technical Evaluation

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

- Provide 3 projects showcasing experience with urban sewer and/or watermain projects with a value \geq \$2M each;
- Provide 3 projects showcasing experience with complex urban combined roadway and sewer and/or watermain projects with a value \geq \$10M each;
- Management of a minimum of 2 multi-year projects with multi-discipline components;
- Contract Administrator must have a minimum of 10 years of recent experience in support of project management, contract administration, cost engineering, construction sequencing, relative to large and complex engineering/construction projects similar to this project.
- Resident Site Inspector must have a minimum of 5 years’ experience in municipal linear infrastructure overseeing multi-disciplinary projects in the field.

The mandatory evaluation criteria ensured that bidders had the relevant experience to carry out the assignment. Four of the six bidders 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 (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. Three bidders achieved the minimum technical score to proceed to Stage 2 – Financial Evaluation. The bidder that did not achieve the minimum technical score to proceed to Stage 2 received a technical score of 19 out of 75 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)
EXP Services Inc.	71.00	20.72	91.72

OPTIONS/ DISCUSSION:

EXP Services Inc. have the required experience, qualifications and capability to undertake a project 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	EXP Services Inc. (Highest ranked / 3 rd lowest priced bidder)	
Current budget available	\$1,349,868.00	083-5350-23113-005 Victoria Square Boulevard
Less cost of award	\$ 695,941.52	Consulting Services (Incl. of HST)
	\$ 230,995.20	Cash Allowances (Incl. of HST) *
	\$ 92,693.67	Contingency @ 10%
	\$1,019,630.39	Cost of award (Incl. of HST)
	\$ 91,766.74	Internal Management Fees
	\$1,111,397.13	Total Cost
Budget remaining after this award	\$ 238,470.87	**

*The cash allowances are for geotechnical investigations, material testing during construction, excess soil management, coordination with the Design Consultant during construction, coordination with utility companies and for an external financial audit of the consulting fees.

** The City has been experiencing higher than anticipated construction costs on current projects and the VSB design has undergone a number of changes/complications/additional scope items that would impact the estimated construction cost comparing to the budget request in 2023. For these reasons the remaining amount will be retained in the account until after the award of the construction contract and any remaining amount will be returned to original funding source at that time.

OPERATING BUDGET AND LIFE CYCLE IMPACT:

The requested award has no financial impact to the Operating Budget or Life Cycle Reserve Study. This contract is funded by project 23113 (funded by Development Charges).

HUMAN RESOURCES CONSIDERATIONS

Not Applicable

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 and Legal have reviewed and approved the report.

RECOMMENDED BY:

Frank Clarizio, P.Eng.
Director, Engineering

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

ATTACHMENTS:

None