



Report to: General Committee

Date Report Authored: September 2, 2011

SUBJECT: Delegation of Authority to Chief Administrative Officer
during the annual summer recess as per By-law 4-2000

PREPARED BY: Alex Moore Ext 4711

RECOMMENDATION:

- 1) THAT the report entitled “Delegation of Authority to Chief Administrative Officer during the annual summer recess as per By-law 4-2000” be received

And that Staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

To inform Council of items authorized (Attachments “A”) by the Chief Administrative Officer during the annual Council summer break between the last meeting in June or July and the next regular Council meeting as per By-law 4-2000.

ATTACHMENT “A”:

Delegation under By-law 4-2000 authorizes the Chief Administrative Officer to award any required contracts greater than \$350,000 for the annual Council summer break between the last meeting in June or July, as the case may be, and the next regular Council meeting By-law which are in compliance with the Town’s Purchasing By-law and which are within budget as approved by Council;

Community & Fire Services

Award Details	Description
Highest Ranked / Lowest Priced Supplier	• 101-R-11 Sanitary Sewer Rehabilitation

Development Services

Award Details	Description
Highest Ranked/ Lowest Priced Supplier	• 126-R-11 Detailed design for the Birchmount Road Rouge River Crossing

ATTACHMENTS:

Copies of the reports as listed in attachment “A”

RECOMMENDED BY:

14/09/2011

X 

Joel Lustig
Treasurer

14/09/2011

X 

Andy Taylor
Chief Administrative Officer

ATTACHMENTS:

Attachments "A" – Staff award report

Attachment “A”**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	101-R-11 Sanitary Sewer Rehabilitation
Date:	July 29, 2011
Prepared by:	David Huynh, Infrastructure Project Engineer, Ext. 2400 Anna Ruberto, Senior Buyer, Ext. 2011

PURPOSE

To obtain approval to award the contract for sanitary sewers spot repairs, short-length lining, sewer full-length lining and lateral lining for various locations in the Town of Markham.

Recommended Supplier	DM Robichaud Associates (Highest ranked/ lowest priced supplier) - Part A Veolia ES Canada (Highest ranked/ lowest priced supplier) - Part B LiquiForce Services Inc. (Highest ranked/ lowest priced supplier) - Part C)	
Current budget available	\$ 701,527.58	053-5350-8334-005 Sewer System Upgrade Program
Less cost of award	\$ 153,902.33 \$ 388,521.72 \$ 85,681.92 \$ <u>62,810.60</u> \$ 690,916.57	Award - Part A Award - Part B Award - Part C Contingency (10%)* Total award (Inclusive of HST impact)
Budget Remaining after this award	\$ 10,611.01	**

*The contingency will be split amongst the three (3) proponents.

** Budget remaining to be returned to original funding sources.

RECOMMENDATION

Staff recommends that in accordance with By-Law 4-2000 which reads:

“.. that the Chief Administrative Officer be authorized to award any required contracts greater than \$350,000 for the annual Council summer break between the last meeting in June or July, as the case may be, and the next regular Council meeting which are in compliance with the Town’s Purchasing By-law and which are within budget as approved by Council;”

BACKGROUND

Sanitary preventive maintenance and repair program must be annually implemented throughout the Town’s sanitary collection system. This program aims to control and reduce general Inflow/Infiltration (I/I) impact over the system that create overloading to the Town’s trunk sewer capacity, burden to the downstream wastewater treatment facilities and sewer/ basement backups occasionally happened in the system where critical sewer/lateral defects exist. The main work of this program is to repair local (spot) sanitary piping defects and lateral defects, and to reline the full-length sewer section, whereas intensive defects are found in the full section of any particular sanitary sewer.

Based on existing sanitary conditions as observed and assessed, the 2011 Waterworks program for sanitary sewers spot repairs, full-length and lateral lining was prioritized toward the most severe defects as found in 340 spots, 14 full-length sections (totally 947 meters) and 13 sanitary laterals scattered all over the Town’s sanitary system. These repairing works were itemized into three (3) main parts of a Request-For-Proposal (RFP) public tendering process, while each part of the works could be implemented either individually/concurrently or consequently one after another in a bundle construction package.

BID INFORMATION

Advertised	ETN (Electronic Tendering Network)
Bids closed on	June 24, 2011
Number picking up bid document	7*
Number responding to bid	3

* Purchasing contacted bidders who picked up bid document and did not submit a bid. Three (3) of the bid document takers are sub-contractors and as such provided prices directly to the three (3) contractors who submitted a bid.

PROPOSAL EVALUATION

The Evaluation Team was comprised of staff from Waterworks with purchasing staff acting as the facilitator. The proposals were evaluated based on pre-established evaluation criteria as outlined in the Request for Proposal: 25% Technical Experience, 10% Technical Qualifications of Key Staff and Equipment, 35% Project Methodology, Materials and Implementation Schedules and 30% Price, totaling 100%.

Part A: (Sanitary Mainline Repairs & Full-length CIPP Lining) – Scoring

Suppliers	Total Score (out of 100)	Rank
DM Robichaud Associates	89.50	1
Veolia ES Canada	78.54	2
LiquiForce Services Inc.	61.70	3

Part B: (Sanitary Mainline Spot Repairs & Short -length CIPP Lining) – Scoring

Suppliers	Total Score (out of 100)	Rank
Veolia ES Canada	91.20	1
DM Robichaud Associates	77.50	2
LiquiForce Services Inc.	61.70	3

Part C: (Sanitary Lateral Repairs & Full-length Lateral CIPP Lining) – Scoring

Suppliers	Total Score (out of 100)	Rank
LiquiForce Services Inc.	91.70	1
Veolia ES Canada	88.13	2
DM Robichaud Associates	86.68	3

As per the General Terms and Conditions released with the RFP document the Town has the right to the award of a contract is based on the best value for the Town based upon quality, service and price. Additionally, the Town reserves the right, in its sole discretion, to award in whole or in part (including, without limitation, by part, item or group of items), or to award to more than one Bidder.

Staff is recommending the highest ranked, lowest priced bidder be awarded for each part of the work identified within the RFP document. All three (3) proposals satisfied the project requirements and each of the contractors provided an excellent team and qualifications and scored within 3% of each other on the technical component of the scoring.

Awarding three (3) parts of the contract to three (3) separate, highest ranked, lowest priced Bidders instead of awarding the contract to one (1) Bidder enables the Town to achieve a savings of \$73,655.41.

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	126-R-11 Detailed design for the Birchmount Road Rouge River Crossing
Date:	September 12, 2011
Prepared by:	Simon Hung, Senior Capital Works Engineer, Engineering Dept. Ext: 2136 Robert Slater, Senior Construction Buyer, Purchasing Dept. Ext: 3189

PURPOSE

To obtain approval to award the contract for the completion of the detailed design and Construction Administration/Inspection of the Birchmount Road Rouge River Crossing.

RECOMMENDATION

Recommended Supplier	AECOM (Highest ranked / Lowest Priced Supplier)	
Current Budget Available	\$ 305,300.00 <u>\$ 36,000.00</u> <u>\$ 341,300.00 (a)</u>	83-5350-11078-005 (Birchmount Crossing) Total budget for this item
Less cost of award	\$ 238,087.87 <u>\$ 59,521.97</u> \$ 297,609.84 <u>\$ 35,713.18</u> \$ 333,323.02 (b) \$ 159,446.71 <u>\$ 15,944.57</u> \$ 175,391.28 <u>\$ 21,046.95</u> \$ 196,438.23	External Consultant Design 25% Contingency allowance (Design)* Cost of Award - Design 12% Engineering Dept. Project Management Fee Total Project Cost – Consultant Design Contract Administration and Inspection *** 10% contingency allowance *** Cost of award – C.A. and Inspection*** 12% Engineering Dept. Project Management Fee Total project cost – C.A and Inspection
Budget Remaining after this award	\$ 7,976.98 (c)	**

* Due to the timing constraint to provide heating and cooling to the Times Group phase 1 development, the detailed design has to be started now prior to the approval of the Environmental Assessment (EA) Addendum which has been approved by Council. Any delay in the completion of the detailed design will delay the construction and installation of the heating and cooling system and hence impact on the occupancy date. Since the EA addendum has not been approved, any change in the document will impact on the detailed design so a higher than normal contingency fee is necessary. A 25% contingency is recommended in this case.

** The remaining balance (a – b = c) will be returned to the original funding source.

*** The Construction administration and Inspection will only be awarded to the same consultant after satisfactory completion of the design assignment and Council approval of the 2012 construction budget.

Staff further recommends that in accordance with By-Law 4-2000:

“...the Chief Administrative Officer be authorized to award any required contracts greater than \$350,000 for the annual Council summer break between the last meeting in June or July as the case may be, and the next regular Council meeting, which are in compliance with the Town’s Purchasing By-Law and which are within budget as approved by Council”

BACKGROUND

A Municipal Class Environmental Assessment (EA) for the extension of Birchmount Road from 14th Avenue to Highway 7 was completed in 1996 which identified that the extension provides an important north-south mid-block

transportation corridor to serve the Markham Centre development lands. An amendment to the EA is currently being done to evaluate options and develop a preferred alternative for the crossing at Rouge River. This addendum will select the preferred cross section and location, as well as determine a preferred structure type and span over the river. Council has approved in June 2011 for the filing of the EA addendum which is expected to be filed this month.

Times Group has commenced its phase 1 development in Markham Centre recently and the occupancy is scheduled in spring 2013. This triggers the need to proceed with the construction of the Rouge River crossing not only to provide road connectivity but more importantly to facilitate Markham District Energy system to cross the river by means of the bridge structure. The heating and cooling of the Times development will rely on the Markham District Energy system. Four circulation pipes, two heating and two cooling pipes, will be extended north from the existing infrastructure on Birchmount Road and will be supported by the proposed bridge. Any delay in the completion of the Markham District Energy system will negatively impact the occupancy date. It is therefore critical to award the project so the detailed design of the river crossing may start as soon as possible. Council on June 21, 2011 authorized staff to proceed with the detailed design in advance of the approval of the EA amendment (Council resolution attached).

BID INFORMATION

Advertised	ETN
Bids closed on	July 29, 2011
Number picking up bid documents	9
Number responding to bid	4

PROPOSAL EVALUATION

The Evaluation Team was comprised of staff from Engineering with Purchasing staff acting as the facilitator. The proposals were evaluated based on pre-established evaluation criteria as outlined in the Request for Proposal: 25% Technical Experience, 20% Technical Qualifications of Key Personnel, 25% Project Delivery and Methodology and 30% Price, totaling 100%.

Suppliers	Total Score (out of 100)	Rank
AECOM	85.83	1
Morrison Hershfield	83.55	2
Stantec	74.91	3
MMM Group	66.64	4

Prices ranged from \$397,534.58 to \$678,332.16, inclusive of HST impact.

The bids have been verified for accuracy and compliance with the Request for Proposal terms and conditions. Purchasing has reviewed the references of the recommended proponent and is satisfied with the references provided. All proposals received for this project scored very well on the technical component (70%) of the scoring criteria including the recommended proponent. When the price component of 30% was combined into the technical scoring and since AECOM was the lowest priced bidder, they therefore gained the full 30% for the price component. AECOM combined for the highest combined technical and price marks and is recommended to be awarded this project.

PROPOSAL EVALUATION (Continued)

AECOM has committed to meet the tight schedule for the design and having the bridge structure ready for the installation of Markham District Energy system in time for the occupancy. The following outlines the proposed schedule:

- Complete detailed design and tender package – December 30, 2011
- Tender award for construction – April 16, 2012 (Subject to Council approval of Construction budget)
- Bridge structure ready for Markham District Energy installation – November 1, 2012