



# PROCUREMENT AWARD

<b>To:</b>	Mayor Stratthdee and Members of Council
<b>Prepared by:</b>	Dave Blake, Environmental Services Supervisor
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>PW 33-2017 Award for Water Storage Engineering Services</b>

## PROJECT DETAILS

In 2016, the Town of St. Marys completed a Municipal Class Environmental Assessment (EA) related to the drinking water system. The completion of the EA indicated that the Town currently has a water storage deficiency and that the preferred alternative would be a ground level reservoir, capable of storing 1,600 cubic metres of treated drinking water, with the ability for expansion of an additional 800 cubic metres when municipal demands warrant. As part of the project, the Town is also seeking to replace approximately 150 metres of 250 mm diameter watermain on St. George Street North from Timms Lane to Queen Street.

This RFP is intended to secure engineering services for the design, and subsequent contract administration in relation to the construction of the water storage facility and watermain replacement.

The Project will be phased with the design occurring in 2017 with construction planned for 2018 pending budget approval.

## RECOMMENDATION

THAT PW 33-2017 Award for Water Storage Engineering Services report be received; and,

THAT the procurement for Engineering Services be awarded to B.M. Ross and Associates Limited for the procured price of \$152,524.00, inclusive of all taxes; and,

THAT By-Law 55-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

## PROCUREMENT SUMMARY

The Town completed a "Request for Pre-Qualifications" (RFPQ-PW-10-2017) in order to short list qualified engineering consultants for this project. Following a detailed review of submissions, a list of five (5) proponents were qualified for the final procurement process. A procurement document (RFP-PW-11-2017) was administered for the above noted project to those pre-qualified proponents. The following is a summary of the procurement results, as well as a recommendation for a successful proponent:

Procurement Information	Details and Results
Tender Closing Date:	Tuesday, May 30, 2017
Number of Bids Received:	5

Successful Proponent:	B.M. Ross and Associates Limited
Approved Project Budget:	\$215,000.00
Cost Result – Successful Bid (Inclusive of HST):	\$152,524.00
Cost Result – Successful Bid (Inc. Net of HST rebate):	\$137,352.59
Project Budget Status:	Under Budget

The procurement document submitted by B.M. Ross and Associates Limited was found to be complete, contractually acceptable, and ultimately provided the best value for the municipality. As such, staff recommends award of the project to B.M. Ross and Associates Limited.

## FINANCIAL IMPLICATIONS

The funding sources for the above noted project are as follows:

Additional Reserve – Water Storage Facility - 9435 (budgeted)	\$215,000.00
Cost Result – Successful Bid:	\$152,524.00
Cost Projection – Geotechnical Investigation	\$20,000.00
Cost Projection – Topographical Survey	\$5,000.00
Project Contingency – 10%	\$15,000.00
Total Project Costing	<b>\$192,524.00</b>

This project will be funded through approved 2017 Capital funding – Account 9435. No variance is anticipated at this time.

## OTHERS CONSULTED

Jed Kelly, Director of Public Works – Town of St. Marys

Jeff Wolfe, Asset Management and Engineering Specialist – Town of St. Marys

## ATTACHMENTS

Attachment No. 1 – Evaluation Summary


## REVIEWED BY

### Recommended by the Department

  
 Dave Blake, C.E.T.  
 Environmental Services Supervisor

  
 Jed Kelly  
 Director of Public Works

### Recommended by the CAO

  
 Brent Kittmer  
 CAO / Clerk