

To: Finance Committee

From: Stephanie Sinnott, Commissioner,
Finance Services

Report Number: FIN-19-31

Date of Report: April 17, 2019

Date of Meeting: April 23, 2019

Subject: RFP C2019-028, Environmental Assessment, for a new
collector road between Windfields Farm Drive West and
Winchester Road West

File: C-5400

1.0 Purpose

The purpose of this report is to recommend a contract award for the provision of consulting services to the highest ranked bidder for an environmental assessment for a new collector road from Windfields Farm Drive West and Winchester Road West Connection in accordance with the Purchasing By-Law.

Attachment 1 shows the general limit for the proposed road based on Oshawa's Official Plan.

2.0 Recommendation

That the Finance Committee recommend to City Council:

That pursuant to Report FIN-19-31 dated April 17, 2019:

1. The Manager, Purchasing Services be authorized to award a contract to BT Engineering Inc. in the amount of \$182,900, excluding taxes for the Environmental Assessment for new collector road between Windfields Farm Drive West and Winchester Road West being the highest ranked proposal received; and,
2. The additional funding in the amount of approximately \$33,000 plus HST required for the Environmental Assessment, for the proposed collector road be provided from the Transportation Roads Development Charge reserve.

3.0 Executive Summary

Not applicable.

4.0 Input from Other Sources

Development Services staff have reviewed this report and concur with the recommendation.

5.0 Analysis

5.1 Background

The City requires an Environmental Assessment (EA) Study and preliminary design for the new Collector Road from Windfields Farm Drive West to Winchester Road West in accordance with the Public Works Environmental Assessment and Municipal Class Environmental Assessment document.

Growing traffic volumes related to adjacent residential and commercial development, the expansion of Ontario Tech University, the extension of Hwy 407 East Phase 1 combined with planned commercial development at Winchester Road and Simcoe Street work has resulted in City considering the need for the construction of this road.

The proposed road is shown in the Oshawa Official Plan and is supported by the City's Integrated Transportation Master Plan.

5.2 Request for Proposal Process and Bid Results

Engineering Services provided Terms of Reference and Purchasing Services issued a request for proposal (R.F.P.) for the Environmental Assessment for the new collector road. Purchasing Services invited known bidders and in order to increase competition, advertised the proposal on the City's and the Ontario Public Buyers' Association websites.

Two (2) responses were received and opened by the Manager, Purchasing Services on February 15, 2019. Proposals were evaluated on the criteria as outlined in the R.F.P., including experience, approach, project schedule, deliverables, pricing and proposal quality.

	<u>EVALUATION CRITERIA</u>	<u>MAX. WEIGHT</u>
A.	Corporate Experience/Project Team (demonstrated experience of Company and key personnel on similar projects)	10 Points
B.	Approach and Methodology (ID key issues and mgt. key issues, level of understanding and comprehensive of scope etc.)	40 Points
C.	Project Schedule and Work Plan (overall project mgt. plan, cost breakdown project schedule etc.)	10 Points
D.	Pricing (clear breakdown, cost commensurate with work)	30 Points
E.	Proposal Quality/Completeness (responsiveness and completeness, quality, clarity, and details regarding innovative and unique approaches)	10 Points
	Total Points	100 Points

Upon review of the proposals submitted all were deemed compliant with the requirements of the R.F.P. The evaluation team consisted of cross-functional Development Services staff. The team independently evaluated the proposals and unanimously scored the proposal submitted by BT Engineering Inc. as the highest ranked and satisfying the requirements of the R.F.P.

Listed below are the bids received:

Rank	Bidders List	Bid Compliance
1	BT Engineering	Yes
2	Stantec Consulting Ltd.	Yes

(Item #1- Recommended Highest Ranking Bid)

6.0 Financial Implications

Description	Estimated Contract One Year
Contract Value (taxes excluded)	\$182,900
Plus H.S.T. 13%	\$ 23,777
Total Cost	\$206,677
Less H.S.T. Rebate	(\$ 20,558)
Total Net Cost	\$186,119

Source of Funds: 13002 Capital Project and the Transportation Roads DC reserve.

The Environmental Assessment for the Windfields Connection project was approved in the 2018 budget for \$150,000.

The additional funding of approximately \$33,000 plus HST, required to award this contract is available in the Transportation Roads Development Charges reserve to cover the anticipated total cost of this study.

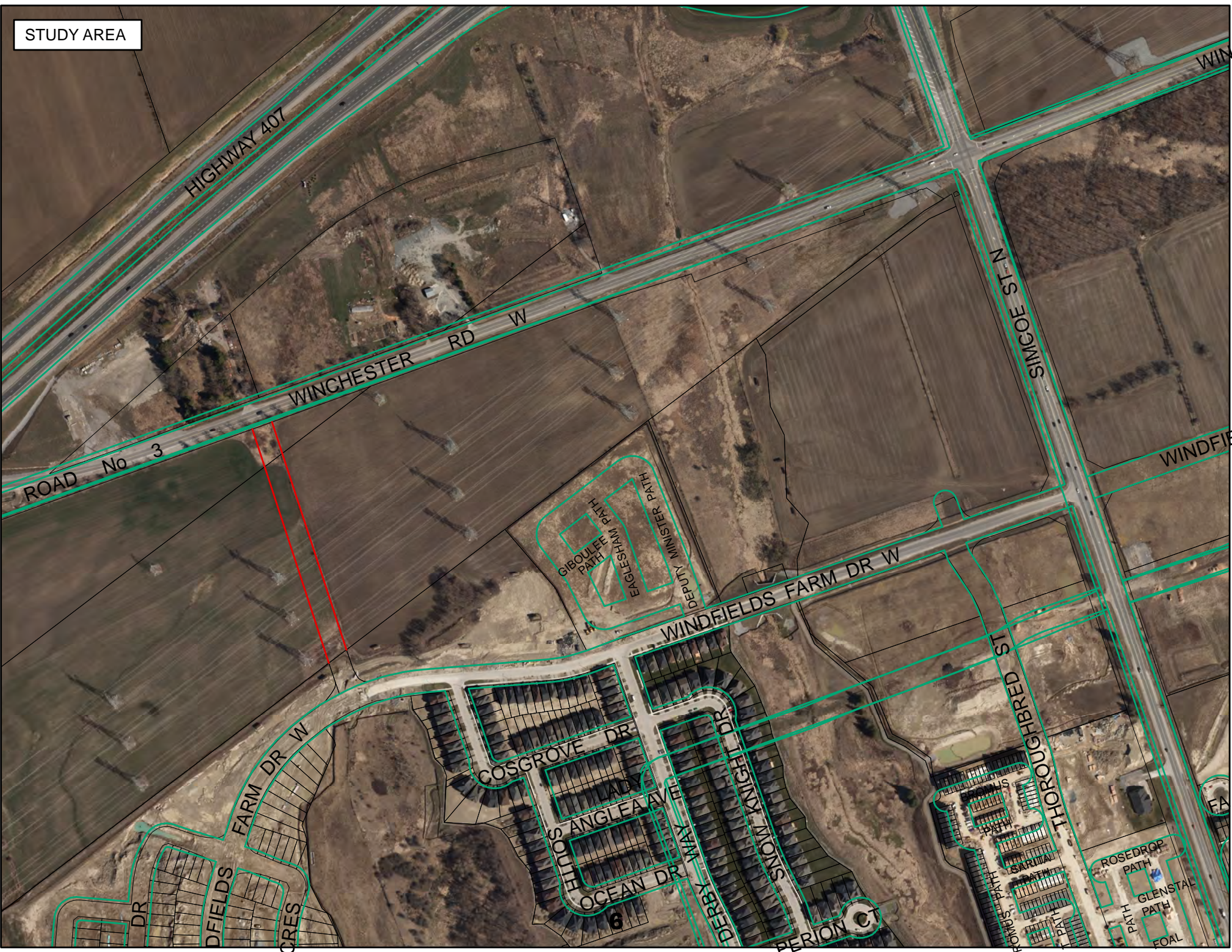
7.0 Relationship to the Oshawa Strategic Plan

This report meets the Oshawa Strategic Plan Goal of Economic Prosperity and Financial Stewardship.



Stephanie Sinnott, Commissioner,
Finance Services

STUDY AREA



HIGHWAY 407

WINCHESTER RD W

N SIMCOE ST

WINDFIELDS FARM DR W

COSGROVE DR

SOUTH ANGLE AVE

OCEAN DR

DERBY WAY

THE VINY MOINS

THORPE GHI BR ED ST

ROSE DROP PATH

GLENSTAL PATH

FOAL

ROAD No 3

DR

DFIELDS

CRES

FARM DR W

PERION CT

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WINDFIE

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