



Report to County Council

From: Peter Dutchak, Director of Engineering Services
Mike Hoogstra, Manager of Procurement & Risk

Date: April 9, 2024

Subject: Engineering Services for Multiple Bridge Rehabilitations – Contract Award

Recommendation(s):

THAT the contract for Engineering Services associated with the Rehabilitation of Multiple Bridges, Request for Proposal 2024-P07 be awarded to Spriet Associates London Limited in the amount of \$279,900.00 (excluding HST); and,

THAT the Warden and Chief Administrative Officer be directed and authorized to sign the contract.

Introduction:

This report provides details on the Request for Proposal (RFP) that was issued to solicit proposals from firms to provide engineering services for the rehabilitation of multiple bridges and seeks Council's approval to award the contract.

Background and Discussion:

An RFP seeking professional services from interested engineering firms was recently released to provide complete project engineering, reporting, detailed design (including drawings), tender preparation, inspection and contract administration services to rehabilitate the following existing bridges:

Eden Bridge (B53) – located on Eden Line, Municipality of Bayham
Gilletts Bridge (B27) – located on Sparta Line, Municipality of Central Elgin
Mapleton Bridge (B14) – located on Belmont Road, Municipality of Central Elgin
Players Bridge (B28) – located on John Wise Line, Municipality of Central Elgin
Port Burwell Bridge (B45) – located on Nova Scotia Line, Municipality of Bayham

This engineering assignment will extend over a two-year period in the following two (2) phase deliverables:

- Phase 1: Engineering Designs, Tender, Permits and Approvals – 2024

- Phase 2: Construction Inspection and Contract Administration – 2025

The complete RFP document and all supporting Addenda are attached to this report as Attachment 1.

Information that was advertised and posted on the County's Bid Portal page <https://elgincounty.bidsandtenders.ca> including RFP dates, proposals submitted and a complete plan takers list is attached to this report as Attachment 2.

The Evaluation Committee (refer to Attachment 3) used a 'Quality Based Selection Process' utilizing a "two submission method" procurement process in which proposals were received in two separate submissions. The first submission (part 1) consisting of technical and qualitative information was evaluated based on the following criteria:

- i) Understanding of the Project Goals, Objectives, Scope and Key Issues
- ii) Demonstrated Methodology and Approach to Completing Project Tasks and Deliverables
- iii) Demonstrated methodology and approach to public and stakeholder consultation
- iv) Project Manager, Experience and Qualifications
- v) Key Team Members and Sub Consultants (if any), Experience and Qualifications
- vi) Firms previous relevant experience
- vii) Proposed Project Workplan and allocation of staff hours and appropriate resourcing
- viii) Proposed Project Schedule Timelines, Milestones, Submissions, etc.
- ix) Quality and Cost Control Plan

The second submission (part 2) consisting of the corresponding price information was reviewed and evaluated only after the information in the first submission had been evaluated in accordance with the requirements of the RFP document (refer to Attachment 1, Section 3.4).

The firm selected by the Evaluation Committee is Spriet Associates London Limited. The proposal submitted by Spriet Associates London Limited was the highest scoring qualified proposal and thus represented the best complete quality submission.

All Proponents that submitted a proposal to the County will be advised of the contract award and will be offered a debriefing of their individual proposal submission.

Financial Implications:

The total cost for engineering services, construction inspection and contract administration is \$279,900 (excluding HST).

The 2024 Capital Budget included \$255,500 for the engineering design services for the rehabilitation of these 5 bridges. The cost of contract inspection services along with the physical project work will form part of the 2025 capital budget, therefore sufficient project amounts exist to fund these services. For Council's information, the following

estimated values have been included in the approved 2024 Budget and the proposed 2025 Capital Budget:

2024 Approved Budget

- Eden Bridge (B53) – \$510,000
- Gillets Bridge (B27) – \$51,000
- Mapleton Bridge (B14) – \$51,000
- Players Bridge (B28) – \$51,000
- Port Burwell Bridge (B45) – \$51,000
- Total = \$714,000**

Proposed 2025 Capital Budget

- Gillets Bridge (B27) – \$416,160
- Mapleton Bridge (B14) – \$416,160
- Players Bridge (B28) – \$416,160
- Port Burwell Bridge (B45) – \$468,180
- Total = \$1,716,660**

Alignment with Strategic Priorities:

Serving Elgin	Growing Elgin	Investing in Elgin
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Ensuring alignment of current programs and services with community need. <input type="checkbox"/> Exploring different ways of addressing community need. <input type="checkbox"/> Engaging with our community and other stakeholders. 	<ul style="list-style-type: none"> <input type="checkbox"/> Planning for and facilitating commercial, industrial, residential, and agricultural growth. <input type="checkbox"/> Fostering a healthy environment. <input type="checkbox"/> Enhancing quality of place. 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Ensuring we have the necessary tools, resources, and infrastructure to deliver programs and services now and in the future. <input checked="" type="checkbox"/> Delivering mandated programs and services efficiently and effectively.

Local Municipal Partner Impact:

Elgin’s local municipal partner staff will be provided the details regarding the County’s bridge rehabilitation projects.

Communication Requirements:

Project websites will be developed for these projects in order to inform the public and stakeholders about the project and impacts to traffic.

Conclusion:

As detailed above, the Evaluation Committee completed a 'Quality Based' evaluation and selection process in accordance with Request for Proposal 2024-P07, and subsequently the proposal submission from Spriet Associates London Limited was deemed the successful qualified proponent and is recommended for award.

All of which is Respectfully Submitted

Approved for Submission

Peter Dutchak
Director of Engineering Services

Blaine Parkin
Chief Administrative Officer/Clerk