

	Report Title	Results for RFP 2019-003 OSIM Inspections
	Report No.	OPS 19-14
	Author	Shayne Reitsma, Manager of Engineering
	Meeting Type	Council Meeting
	Council Date	May 13, 2019
	Attachments	• None

RECOMMENDATION

THAT Council receive Report OPS 19-14 Results for RFP 2019-003 OSIM Inspections;

AND THAT Council award RFP 2019-003 to G. Douglass Vallee Limited Consulting Engineers of Simcoe, ON at a cost of \$107,680.60 (net HST included), the highest scoring proposal received;

SUMMARY

In accordance with the 2019 Operation Services Business Plan a Request for Proposal RFP 2019-003 Consulting Services for OSIM Inspections was issued to acquire the necessary consulting services to perform roadway structure inspections; a mandatory requirement of Ontario Regulation 104/97 under the Public Transportation and Highway Improvement Act, and to conduct an Enhanced OSIM Inspection of the Kinsmen Pedestrian Bridge. The scope of work includes the identification of maintenance, repairs, load limits and rehabilitation in the form of a Needs Study for the Town’s structural assets.

The RFP was advertised on the Tillsonburg website, the Tillsonburg News, Ebid Solutions and on Biddingo with a total of nine (9) plan takers and three (3) proposals received. Town staff reviewed and scored the proposals based on the scoring tool that was included in the RFP. The scoring tool is as follows:

Corporate Qualifications and Experience	15 pts
Project Team	15 pts
Approach and Methodology	25 pts
Schedule and Work Plan	20 pts
Proposed Fee	<u>25 pts</u>
Total Score	100 pts

The proposed fees of qualified proposals received varied from \$152,843.52 to \$107,680.60 (net HST included). The scoring results from the Evaluation Committee are summarized below.

<u>Proponent</u>	<u>Total Score</u>
1. G. Douglas Vallee Limited	93
2. GM Blue Plan Engineering	91
3. ART Engineering Limited	DSQ

G. Douglas Vallee Limited Consulting Engineers was the highest scoring proposal, have strong background and experience relative to the entire scope of work for this assignment, and proposed the lowest fee. Therefore, it is staff's recommendation that G. Douglas Vallee Limited Consulting Engineers be retained for this assignment.

CONSULTATION/COMMUNICATION

The Evaluation Committee comprised of the Director of Operations, Manager of Engineering, and Senior Operations Technologist reviewed and scored the proposals received.

FINANCIAL IMPACT/FUNDING SOURCE

The recommended project fee of \$107,680.60 (net HST included) is within the total combined budget for this project of \$120,000 (\$40,000 OSIM Inspections, \$80,000 Kinsmen Pedestrian Bridge Enhanced OSIM Inspection) which consists of \$40,000 from Engineering Reserves, \$55,000 from Asset Management Reserves and \$25,000 from OCIF Grant funding.

COMMUNITY STRATEGIC PLAN

This project supports Objective 2 – Economic Sustainability of the Community Strategic Plan by ensuring good stewardship through proper asset management and well-planned, well-built and well-maintained infrastructure.

Report Approval Details

Document Title:	OPS 19-14 Results for RFP 2019-003 OSIM Inspections.docx
Attachments:	
Final Approval Date:	May 6, 2019

This report and all of its attachments were approved and signed as outlined below:

Dave Rushton - May 3, 2019 - 3:46 PM



David Calder - May 6, 2019 - 9:51 AM

Donna Wilson - May 6, 2019 - 10:40 AM