

**Municipality of Chatham-Kent**

**Infrastructure and Engineering Services**

**Engineering and Transportation Division**

**To:** Mayors and Members of Council

**From:** Jason Cikatricis, C.E.T.,  
Engineering Technologist - Engineering & Transportation Division

**Date:** September 14, 2018

**Subject:** Request for Proposal Award: RFP R18-282 Consulting Engineering Services for a Detailed Condition Assessment of the Prairie Siding Bridge (Jacob Road over Thames River), Community of Dover and Community of Raleigh

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**Recommendations**

It is recommended that:

1. The Request for Proposal R18-282 Consulting Engineering Services for a Detailed Condition Assessment of the Prairie Siding Bridge (Jacob Road over Thames River), Community of Dover and Community of Raleigh, be awarded to Doug Dixon & Associates in the amount of \$135,560.45 (including HST).
2. The Mayor and Clerk be authorized to sign the necessary agreements.

**Background**

The Prairie Siding Bridge (Jacob Road over the Thames River) was built in 1984. This swing bridge carries 2 lanes of predominantly vehicular traffic across the Thames River in 6 non-continuous spans with a total crossing length of 166.7m and a maximum clearance of 10.0m. The deck has a travel width of 9.0m and an overall width of 11.75m.

With an Average Annual Daily Traffic (AADT) volume of 3,400, the crossing is frequently used by trucks with volumes accounting for at least 25% of the total traffic. The speed limit at this location is 80 km/hr.

Bi-annual inspections have been conducted by the Municipality of Chatham-Kent (as legislated under the *Public Transportation and Highway Improvement Act*) to continually monitor the condition of the structures and to ensure public safety. All structures form part of the comprehensive 20 Year Plan managed by the Engineering and Transportation Division.

Each time the Prairie Siding Bridge is to be operated, a licensed electrician has to be on standby in the event the bridge will not function. Over the past few years, there have been a few instances where the Prairie Siding Bridge became fixed in the open position while allowing marine traffic to pass. Once opened, it was not able to close to allow vehicular traffic to pass. This was a result of faulty sensors and the inability to override the bridge programming to force the system to close the bridge. This resulted in a long delay whereby no vehicular traffic could use the bridge.

To resolve the vehicular traffic issue, Chatham-Kent Public Works staff have to set up an emergency detour to redirect traffic to Keil Drive in the Community of Chatham.

In August 2018, a Request for Proposal was issued for Consulting Engineering Services for a Detailed Condition Assessment of Prairie Siding Bridge (Jacob Road over Thames River).

### **Comments**

The scope of this project is for a Detailed Condition Assessment of the Prairie Siding Bridge (Jacob Road over the Thames River). This report will identify the mechanical, electrical and structural rehabilitation / replacements needs.

The rehabilitation / replacement needs will assist in the consideration to leave this structure as a fixed bridge, and therefore save on mechanical and electrical costs.

Two (2) separate proposals were received by the Purchasing Officer on August 29, 2018 and forwarded to Engineering and Transportation Division for review and evaluation using the Council approved evaluation matrix (as shown in Table 1) provided in the proposal call to all submitting firms. The two (2) proposals are shown in Table 2. The proposals were received using a two-envelope system with the fee schedule submitted in a separate envelope opened by the panel only after the ratings had been determined.

Table 1: Evaluation Matrix

<b>Qualification Category</b>	<b>Qualification Criteria</b>	<b>Weighing</b>
<b><i>Company Profile &amp; Qualifications of the Project Team</i></b>	Project Manager and Senior Designers	18
	Technical Support Staff Design	10
	Contract Administration & Tech Support	8
<b><i>Management Qualifications</i></b>	Experience on Similar Projects	15
	Availability of Key Staff	5
	Local Office	3
<b><i>Project Implementation</i></b>	Approach and Methodology	15
	Scheduling / Understanding Key Activities	12
	Project Quality Assurance	12
<b><i>Price</i></b>	Project Fee	42
	<b>TOTAL</b>	<b>140</b>

Table 2: Summary of Evaluation Scores

Rank	Submitting Firm	Office Location	Final Score
1.	Doug Dixon & Associates	Brampton, ON	1262
2.	GM BluePlan	London, ON	806.3

The proposal submitted by GM Blueplan was deemed to provide insufficient information, therefore their financial proposal was not opened.

The proposal submitted by Doug Dixon & Associates Inc. illustrated the staffing resources, methodology and quality controls necessary to initiate and successfully complete the project. Based on the panel review process, the proposal submitted by Doug Dixon & Associates Inc. was deemed to be the preferred submission, ranked highest by the panel as identified in Table 2.

**Areas of Strategic Focus and Critical Success Factors**

The recommendations in this report support the following areas of strategic focus:

- Economic Prosperity:  
Chatham-Kent is an innovative and thriving community with a diversified economy

- A Healthy and Safe Community: Chatham-Kent is a healthy and safe community with sustainable population growth
- People and Culture: Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community
- Environmental Sustainability: Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

- Financial Sustainability: The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance: The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership
- Has the potential to support all areas of strategic focus & critical success factors
- Neutral issues (does not support negatively or positively)

### **Consultation**

The proposals were received, opened and distributed to Engineering and Transportation Division by the Purchasing Officer. Proposals were reviewed, evaluated and ranked by a panel consisting of Engineering Technologists and the Director, Engineering and Transportation.

### **Financial Implications**

Costs associated with engineering consulting fees and disbursements will be funded as summarized in the following table:

Financial Implications Detailed Condition Assessment – Prairie Siding Bridge (Jacob Road over the Thames River) Project Costs	
Recommended Tender (Including HST)	\$ 135,560.45
Less HST Rebate 11.24%	-\$ 13,484.07
<b>Total Current Project Costs</b>	<b>\$ 122,076.38</b>
<b>Total Current Project Funding</b>	<b>\$ 122,076.38</b>

The total current project costs listed above are to be funded from the Bridge Lifecycle Reserve.

Prepared by:

Reviewed by:

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Jason Cikatricis, C.E.T.  
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Engineering and Transportation

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Chris Thibert, P.Eng.  
Director  
Engineering and Transportation

Reviewed by:

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Thomas Kelly, P.Eng., MBA  
General Manager  
Infrastructure and Engineering Services

Consulted and confirmed the content of the consultation section of the report by:

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Jennifer Scherle  
Purchasing Officer  
Financial Services

Attachments: None

c Financial Analyst I  
Purchasing Officer

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