

Municipality of Chatham-Kent

Infrastructure and Engineering Services

Engineering and Transportation Division

To: Mayor and Members of Council

From: Matthew Link, A.Sc.T.
Engineering Technologist

Date: June 8, 2021

Subject: Request for Proposal Award: RFP R21-235, Consulting Engineering Services for Thames River Slope Stabilization, Community of Raleigh

Recommendations

It is recommended that:

1. The proposal in the amount of \$169,048.00, including HST for the Thames River Slope Stabilization, Community of Raleigh be awarded to Ecosystem Recovery Inc. (ERI).
2. The Mayor and Clerk be authorized to sign the necessary agreement.

Background

A Request for Proposal was issued by the Engineering and Transportation Division for a Municipal Class Environmental Assessment (MCEA) associated with the consulting engineering services related to the design and contract administration of a river bank slope stabilization project. When originally constructed, Riverview Line was sufficiently offset from the top of the river bank to ensure that it was not at risk. However, the natural meander of the river has caused a significant amount of erosion over time, thus reducing that offset and creating slope stability concerns directly adjacent to the road at a number of locations. The subject site is one such location that covers approximately 250 m of bank stretching from 7121 to 7172 Riverview Line.

Early in 2019 the Federal Government, through Infrastructure Canada, awarded Chatham-Kent funding as part of the Disaster Mitigation and Adaptation Fund (DMAF) program. This site was one of the sites included in the application for Federal funding.

Infrastructure Canada awarded Chatham-Kent \$16,575,200 in funding over 10 years with 2019 being the first year. The grant program is a cost sharing program with the local Municipality providing 60% of the funding and the Federal Government providing the remaining 40%.

Comments

This river bank slope stabilization project will be very complex due to the nature of the area and the proximity of the existing roadway. The MCEA requires engagement with all applicable Federal and Provincial agencies. Indigenous consultation is also required in order to ensure all the aspects of the Crown's Duty to consult and the MCEA are followed. There will be public stakeholder consultation but at this time it is not known if it will take place virtually or in person. The work will include, but not limited to, Natural Environmental Assessment, Archeological Assessment, storm water conveyance, river hydraulics and slope stability analysis which includes the geotechnical analysis of the area.

Three (3) separate proposals were received by the Purchasing Officer on May 26, 2021 and forwarded to the Engineering and Transportation Division, for review and evaluation by the evaluation panel using the Council approved evaluation matrix as provided in the proposal call to all submitting firms. The three proposals submitted were from, B.M. Ross and Associates Limited (BMR), ERI and Water's Edge Environmental Solutions Team Ltd. (WE).

The proposals were received using a two-envelope system with the technical proposals in one envelope and the fee schedule in a separate envelope opened by the panel only after the ratings of the technical proposal had been determined.

Table 1: Evaluation Matrix

Qualification Criteria	Weighting	Percentage
Experience and Qualifications of the Project Team		
Project Manager and Senior Designers	12	9%
Technical Support Staff Design	8	6%
Contract Administration & Tech Support	6	4%
Management Qualifications		
Experience on Similar Projects	20	14%
Availability of Key Staff	5	4%
Local Office	3	2%
Project Implementation		
Approach and Methodology	17	12%
Scheduling / Understanding Key Activities	17	12%
Project Quality Assurance	10	7%
Project Fee	42	30%
TOTAL	140	100%

Due to the complexity of the project and the specialized nature of the work that was required, to complete this project the respondents were required to achieve a 70% grade threshold on their technical proposal submission. Submissions must score at least 70% of the maximum on the evaluation matrix to have their fee envelope opened. Failure to achieve this grade will result in a non-compliant submission.

Table 2: Evaluation Matrix

Rank	Submitting Firm	Office Location	Final Score
1.	Ecosystem Recovery Inc. (ERI)	London, ON	1240.9
2.	B.M. Ross Associates Limited (BMR)	Goderich, ON	1106.2
3.	Water's Edge Environmental Solutions Team Ltd.(WE)	Cambridge, ON	NC

The submission from WE was considered non-compliant. Both proposals submitted by ERI and BMR adhered to the requested content of the RFP. The proposal submitted by ERI illustrated the staffing resources, methodology and quality controls necessary to initiate and successfully complete this project. Based on the panel review process, the proposal submitted by ERI was deemed to be the preferred submission ranked highest by the panel.

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 the Engineering and Transportation Division by the Purchasing Officer. Proposals were reviewed, evaluated and ranked by a panel consisting of the Manager of Infrastructure Services (Traffic & Underground Infrastructure) and four Engineering Technologists of the Infrastructure and Engineering Department.

Financial Implications

Costs associated with engineering consulting fees and disbursements related to same will be funded by the DMAF Reserve of which 40% of the entire costs will be recovered from the Federal Government.

Proposal R21-235 Engineering Services for Thames River Slope Stabilization Community of Raleigh

Description	Total
A) Project Costs	
Recommended RFP	\$149,600.00
Plus HST 13%	\$19,448.00
Less HST Rebate 11.24%	-\$16,815.04
Total Project Costs	\$152,232.96
B) Estimated Project Funding	
DMAF Reserve – 100%	\$152,232.96
Total Project Funding	\$152,232.96

The tender bid submitted by ERI was within the budget estimate.

The recommendation in this report has an associated financial implication of \$152,232.96 in consulting and contract administration fees. This fee covers all consulting aspects of the project.

Prepared by:

Reviewed by:

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

Jennifer Scherle
Purchasing Officer
Financial Services

Attachments: None

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River Slope Stabilization