

Municipality of Chatham-Kent
Infrastructure and Engineering Services
Engineering Division

To: Mayor and Members of Council

From: Mark McFadden, P.Eng.,
Manager, Engineering

Date: September 12, 2023

Subject: RFP Award – Contract R23-233 – Engineering Services for Ursuline Avenue Outlet Servicing Plan

Recommendations

It is recommended that:

1. The proposal in the amount of \$85,785.08 including HST for the Ursuline Avenue Outlet Servicing Plan, Community of Chatham be awarded to WT Infrastructure Solutions Incorporated.
2. The Mayor and Clerk be authorized to sign the necessary agreement.

Background

In the 1970s, Gore and Storrie Limited Consulting Engineers were retained to complete a survey of the municipal sewage systems servicing the former City of Chatham. These studies identified, among other things, strategies for the separation of storm and sanitary flows from existing combined sewers. Combined sewers are sewers which convey both sanitary and storm flows. Under wet weather conditions, combined flows are directed to an appropriate treatment facility, as well as into a receiving water body (such as the Thames River) as the flows are typically higher than the combined sewer system can accommodate. By properly separating storm and sanitary flows, these surcharge situations can be eliminated.

In recent years, the Municipality of Chatham-Kent has continued with the implementation of a proactive program related to the separation of storm and sanitary flows from existing combined sewers. This project is being undertaken as a means of supporting the goals of this program while providing a higher level of service to residents residing within the subject catchment area.

The Request for Proposals focused on the procurement of consulting engineering services associated with sanitary and stormwater servicing strategies for combined sewer separation on various streets within the Ursuline Avenue outlet catchment area in

the Community of Chatham. The work includes general design, including sewer sizing and conceptual drawings for the entire catchment area, as well as a project phasing plan for future phases of construction. It is the intention that the consulting engineering be initiated in 2023, and the Servicing Plan be completed during the 2024 calendar year. The results of this study will assist the Engineering Division with prioritizing future sewer separation projects in Chatham.

Comments

In accordance with Purchasing By-Law #166-2020, the request for proposals was advertised on July 7, 2023, and closed on August 9, 2023. A total of seven (7) potential bidders obtained a copy of the contract documents from the Chatham-Kent Bids & Tenders website, and four (4) proposal bids were submitted. The bid results and ranking are outlined in Table 1.

Table 1: Summary of Evaluation Scores

Submitting Firm	Office Location	Final Score
WT Infrastructure Solutions Inc.	Guelph, ON	1133.2
RC Spencer Associates Inc.	Chatham, ON	1073.7
Dillon Consulting Limited	Chatham, ON	760.1
Metropolitan Consulting Inc.	Hamilton, ON	N/C

The submission from Metropolitan Consulting Inc. was considered non-compliant and therefore their financial proposal was not opened. The proposal submitted by WT Infrastructure Solutions Incorporated (WT) 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 WT was deemed to be the preferred submission ranked highest by the panel.

Areas of Strategic Focus

This report supports the following areas of strategic focus:

			
Economic Prosperity	Healthy & Safe Community	People & Culture	Environmental Sustainability
1.1			4.1

Consultation

The proposals were received, opened, and distributed to the Engineering Division by the Purchasing Division. Proposals were reviewed, evaluated, and ranked by a panel consisting of the Manager of Engineering, and Engineering Technologists of the Infrastructure and Engineering Services Department.

Communication

The request for proposal documents were posted on the Chatham-Kent Bids & Tenders website for prospective consultants to review. Unsuccessful firms will be notified by the Purchasing Division through the Bids & Tenders website.

Diversity, Equity, Inclusion and Justice (DEIJ)

This report does not have implications related to diversity, equity, inclusion, or justice.

Financial Implications

Table 2: Recommended Costs and Funding Summary

Description	Total
A) Recommended RFP Costs	
Recommended RFP Costs	\$ 75,916.00
Plus HST 13%	\$ 9,869.08
Total RFP Cost (Including HST)	\$ 85,785.08
Less 11.24% HST	\$ (8,532.96)
Total Recommended RFP Costs	\$ 77,252.12
B) Recommended Funding	
Sanitary Sewer Lifecycle Budget (50.0%)	\$ 38,626.06
Total Chatham-Kent PUC Funding	\$ 38,626.06
Storm Sewer Lifecycle Reserve (50.0%)	\$ 38,626.06
Total Municipality of Chatham-Kent Funding	\$ 38,626.06
Total Project Funding	\$ 77,252.12

The proposal bid submitted by WT was within the budget estimate. This fee covers all consulting aspects of the project.

Prepared by:

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Reviewed by:

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

Tim Sunderland, General Manager, Chatham-Kent Public Utilities Commission

Jennifer Scherle, Manager, Purchasing & Accounts Payable

Attachment: Appendix A - Map