



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF ENGINEERING & INFRASTRUCTURE SERVICES

MISSION STATEMENT: *Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.*

Author's Name: Todd Hewitt	Report Date: May 11, 2022
Author's Phone: 519 736-3664 ext. 2313	Date to Council: May 24, 2022
Author's E-mail: thewitt@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: 2nd Concession North Engineering Services – Request for Proposal Results

1. **RECOMMENDATION:**

It is recommended that:

1. The engineering services for the rehabilitation / reconstruction of 2nd Concession North from South Riverview Drive to County Road 10 **BE AWARDED** to Hrycay Consulting Engineers Inc.;
2. An over-expenditure of \$13,005 **BE APPROVED** for a total not to exceed \$138,005.00 (including net HST) to be funded as outlined in the report from the Manager of Engineering dated May 24th, 2022; and,
3. The Mayor and Clerk **BE AUTHORIZED** to execute an agreement with Hrycay Consulting Engineers Inc. for the Engineering Services for 2nd Concession North Rehabilitation / Reconstruction.

2. **BACKGROUND:**

The Town advertised a Request for Proposals (RFP) online to provide engineering services for the rehabilitation / reconstruction of 2nd Concession North from South Riverview Drive to County Road 10 on March 7th, 2022 via Bids and Tenders and on the Town's website.

The work requested includes all engineering services required to complete tasks related to the rehabilitation / reconstruction of the Second Concession as outlined in the RFP.

3. **DISCUSSION:**

Proposals closed for this project at 11:00 a.m. on March 24th, 2022. The Town received two (2) submissions that were processed electronically via the Bids and Tenders system.

The 2 proposals were reviewed by the evaluation committee. The evaluation committee consisted of the Manager of Engineering, the Engineering Technologist and the Manager of Roads and Fleet. Each individual ranked the proposals separately based on established criteria, then the committee met with the Purchasing Coordinator to determine a combined group score based on comparing the individual scores. Based on these scores the committee identified that Hrycay Consulting Engineers Inc. provided the best proposal.

The two proponents were ranked as shown below:

<u>Proponent</u>	<u>Ranking</u>
Hrycay Consulting	Highest
BT Engineering	Second highest

4. **RISK ANALYSIS:**

Not awarding this engineering would delay the replacement and improvements to infrastructure and could expose the Town to increased liability with respect to the condition of the road.

5. **FINANCIAL MATTERS:**

The 2022 Capital Budget includes \$125,000 for the engineering services related to the 2nd Concession North. Based on the recommended proposal award, the financial impact is estimated as follows:

2 nd Concession North Engineering Services	Budget	Actual	Variance (over)/under
Cost:			
Phase 1		\$ 74, 781	
Non Refundable HST		\$ 1,316	
Phase 2 ⁽¹⁾		\$ 60,838	
Non Refundable HST		\$ 1,070	
Total Project Cost	\$125,000	\$138,005	(\$13,005)
Funding:			
Lifecycle Reserve	\$125,000	\$125,000	
OCIF Funding	\$ -	\$13,005	(\$13,005)
Total Project Funding	\$125,000	\$138,005	(\$13,005)

Notes:

1. The Phase 2 works involve tendering support, contract administration, on-site inspection and post construction works. The funds for that specific work will only be used with the approval of the construction of the 2nd Concession North in a future capital budget.

6. CONSULTATIONS:

Proposal evaluation committee.

7. CONCLUSION:

Administration recommends that the engineering services for the rehabilitation / reconstruction of 2nd Concession North be awarded to Hrycay Consulting Engineers Inc.



Todd Hewitt
Manager of Engineering

Report Approval Details

Document Title:	2022 05 24 - 2nd Concession North Engineering Services - Request for Proposal Results.docx
Attachments:	- Hrycay Consulting 2nd Concession Proposal.pdf - Hrycay Schedule of Pricing.pdf
Final Approval Date:	May 17, 2022

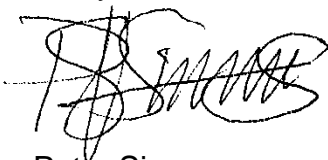
This report and all of its attachments were approved and signed as outlined below:



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