

# HALIFAX

P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 14.1.1**  
**Halifax Regional Council**  
**October 3, 2017**

**TO:** Mayor Savage and Members of Halifax Regional Council

**SUBMITTED BY:** Original Signed by   
\_\_\_\_\_  
Jacques Dubé, Chief Administrative Officer

**DATE:** August 29, 2017

**SUBJECT:** Increase to Contract, RFP No. 16-301 Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and Active Transportation Trail – Sackville

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## **ORIGIN**

This report originates from a need to increase RFP No. 16-301 – Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and Active Transportation Trail – Sackville beyond 20% of its original award. Extra fees were approved by the director on February 10, 2017 for changes to the contracted scope of work.

## **LEGISLATIVE AUTHORITY**

Under the HRM Charter, Section 79(1) provides that the Council may expend money required by the Municipality for

(aa) streets, culverts, retaining walls, sidewalks, curbs and gutters;

Appendix B of 2016-005-ADM, the Procurement Administrative Order, provides that contract amendments that exceed the greater of 20% of the original award amount or \$20,000, must be approved by Council for funds to be issued.

## **RECOMMENDATION**

It is recommended that Halifax Regional Council authorize an increase to RFP No. 16-301 Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and Active Transportation Trail – Sackville, to CBCL Ltd. for consultant fees during the construction phase, in the amount of \$29,633 (net HST included), with funding from Project Account No. CTU00420 Active Transportation, as outlined in the Financial Implications section of this report.

**BACKGROUND**

On March 15th, 2016 CBCL Ltd was awarded RFP No. 16-301 in the amount of \$67,261 (net HST included) to perform Consulting Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and an Active Transportation Trail along the Little Sackville River in Sackville, NS.

On February 10, 2017, an increase to the contract in the amount of \$16,875 (net HST included) was approved to cover various design tasks outside the original contracted scope of work.

This request for an additional increase to contract of \$29,633 (net HST included) will cover the anticipated consultant fees during the construction phase.

**DISCUSSION**

This current increase to the contract will cover consultant fees for work including shop drawing review, structural review of the pedestrian bridge and retaining wall, construction survey and the associated materials quantity calculations, environmental review of the Environmental Control Plan submitted by the contractor, and on-site review of environmental mitigatory measures. HRM staff had initially considered performing all of the required construction inspection services internally, but after a review of available staff resources and a better understanding of the specialized nature of some of the required tasks, the decision was made that outsourcing certain components of the work would reduce risk and provide the best value. HRM staff will still perform the majority of the construction site review.

The construction inspection cost will be dependent upon the contractor’s schedule and is currently an estimate based on hours of services provided by the consultant. The actual hours of services will be managed and approved by the HRM Project Manager.

This request for increase to RFP No. 16-301 combined with the previous CO#1 represents a total increase of \$46,508 to the original contract of \$67,261 (net HST included). A copy of the previous CAO award reports are attached to this report.

Contract Award (net HST included)	\$ 67,261
Change Order #1 (net HST included)	\$ 16,875
Current Request (Change Order #2) (net HST included)	<u>\$ 29,633</u>
New Contract Value (Net HST included)	\$ 113,769

**FINANCIAL IMPLICATIONS**

Funding is available in the Approved 2017/18 Project Budget from Project Account No. CTU00420 Active Transportation. The budget availability has been confirmed by Finance.

Budget Summary:	<b><u>Project Account No. CTU00420 Active Transportation</u></b>	
	Cumulative Unspent Budget	\$3,740,365
	<b>Less: Change Order No. 2 RFP 16-301</b>	<b><u>\$ 29,633</u></b>
	Balance	\$3,710,732

The balance of funds will be used for further work required for Active Transportation.

**RISK CONSIDERATION**

There are no significant risks associated with the recommendation in this report. The risks considered rate low. To reach this conclusion, consideration was given to financial, legal and compliance, and service delivery risks.

**ENVIRONMENTAL IMPLICATIONS**

Implications not identified.

**ALTERNATIVES**

Council could choose not to approve the recommendations in this report, but this is not recommended by staff.

**ATTACHMENTS**

A1 - 16-301 CAO Award Report 16-301

A2 - 16-301 CAO Increase to Contract RFP No. 16-301

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 490-4208.

Report Prepared by: Jennifer Jeans, P.Eng, Design Engineer, Project Planning & Design, at 902.490.1457

Report Approved by: Original Signed  
Edmund Surette, P.Eng., A/Manager, Project Planning & Design at 902.490.7169

Procurement Review: Original Signed  
Jane Pryor, Manager, Procurement at 902.490.4200

Report Approved by: Original Signed  
Bruce Zvaniga, P.Eng., Director, Transportation & Public Works at 902.490.4855

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JJ/rch.

**TO:** John Traves, Q.C. Acting Chief Administrative Officer

Original Signed

**SUBMITTED BY:**

\_\_\_\_\_  
David Hubley, P.Eng., A/Director, Transportation & Public Works

**DATE:** February 23, 2016

**SUBJECT:** **Award – Request for Proposal No. 16-301, Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and Active Transportation Trail – Sackville Greenway**

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## **ORIGIN**

The Approved 2015/16 Project Budget.

## **LEGISLATIVE AUTHORITY**

The Halifax Charter Section 35(2)(d)(i) states the CAO may “make or authorize expenditures, and enter into contracts on behalf of the Municipality for anything required for the Municipality where the amount of the expenditure is budgeted or within the amount determined by the Council by policy, and may delegate this authority to employees of the Municipality”.

In accordance with Administrative Order #35, The Procurement Policy, Section 9 (4), which was approved by Regional Council on June 8, 2004 and most recently amended on May 15, 2012, the CAO may approve the award of contracts where the award conforms to the Procurement Policy and does not exceed \$50,000 for sole/single source, \$500,000 for RFQ’s, tenders and RFP’s, where the funds and programs have been approved by Regional Council as part of the annual business planning and budget process, and the expenditure will not result in an over-expenditure of the entire budget.

The following report conforms to the above Policy and Charter.

**RECOMMENDATION AND APPROVALS ARE ON PAGE 2**

**RECOMMENDATION**

It is recommended that the Chief Administrative Officer award Request for Proposal No. 16-301, Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and Active Transportation Trail – Sackville Greenway, to the highest scoring proponent, CBCL Limited, for a Total Tender Price of \$67,261 (net HST included) with funding from Project Account No. CPX01196 – Regional Trails, as outlined in the Financial Implications section of this report.

John Traves, Q.C. Acting CAO

**APPROVED:**

Original Signed

Jane Fraser, Acting Deputy CAO

Date: March 8, 2016

Original Signed

John Traves, Q.C. Acting CAO

Date: March 8, 2016

**BACKGROUND**

The Approved 2015/16 Project Budget includes funds for the detailed design of two pedestrian bridges, retaining wall and active transportation trail along the Little Sackville River from Glendale Drive to Sackville Drive.

This project will complete the design of the Sackville Greenway between Glendale Drive and Sackville Drive. This 1.6 km segment is the first stage of developing the full 12 km Sackville Greenway as planned by the Sackville Rivers Association in co-operation with HRM. This facility aims to connect residential areas with shopping, recreation and service destinations via walking and bicycling with a facility that is accessible to a wide range of ages and abilities. This is also a proposed facility in the 2014/19 Active Transportation Priorities Plan.

**DISCUSSION**

A Request for Proposal (RFP) 16-301 was publicly advertised on the Province of Nova Scotia's Procurement website on January 21, 2016 and closed on February 5, 2016. Proposals were received from the following companies:

Name of Company

CBCL Limited  
WSP Canada Inc.  
SNC-Lavalin Inc.  
Dillon Consulting Ltd.  
Harbourside Engineering Consultants  
Allnorth Consultant Ltd.  
Servant, Dunbrack, McKenzie & MacDonald Ltd.

A team consisting of staff from Project Planning and Design, facilitated by procurement, evaluated the proposals based on the criteria listed in Appendix A - Evaluation Criteria. The RFP was scored using a two envelope process. Envelope one (1) was the technical component of the RFP (communication skills, team composition and experience, understanding of HRM needs, technical solution). Envelope two (2) was the financial component of the RFP. Only those proponents that received 75% or greater from envelope one (1) had their envelope two (2) (financial) opened and evaluated. All of the technical proposals received met the technical requirements.

The final scores of the seven (7) proponents that met the technical score are as follows:

<b><u>Proponent</u></b>	<b><u>Score (Max 100)</u></b>
CBCL Limited	91.7*
WSP Canada Inc.	90.5
SNC-Lavalin Inc.	85.0
Dillon Consulting Ltd.	82.8
Harbourside Engineering Consultants	80.0
Allnorth Consultant Ltd.	78.9
Servant, Dunbrack, McKenzie & MacDonald Ltd.	72.2

\* recommended proponent

CBCL Limited received the highest score of the six proponents based on the criteria in Appendix A.

The construction services component of the work is not being awarded at this time, although the total proposal cost including construction administration and bridge certification has been included for evaluation purposes. The Construction Services component will be awarded with the Construction tender once the contractor's schedule is confirmed. This component is subject to change.

### **FINANCIAL IMPLICATIONS**

Based on the highest scoring proponent price of \$64,497.00 plus net HST of \$2,764, for a net total of \$67,261 funding is available in the Approved 2015/16 Project Budget from Project Account No. CPX01196 – Regional Trails. The budget availability has been confirmed by Finance.

<b>Budget Summary:</b>	<b><u>Project Account No. CPX01196 – Regional Trails</u></b>
Cumulative Unspent Budget	\$1,533,195
<b>Less: RFP No. 16-301</b>	<b><u>\$ 67,261 *</u></b>
Balance	\$1,465,934

\* This project was estimated in the Approved 2015/16 Project Budget at \$110,000.

The balance of funds will be used to implement the remaining 2015/16 Regional Trails projects approved by Council.

### **ENVIRONMENTAL IMPLICATIONS**

Implications not identified.

### **ALTERNATIVES**

The CAO could choose not to approve the recommendations in this report, but this is not recommended by staff.

**ATTACHMENTS**

Appendix A – Evaluation Criteria

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A copy of this report and information on its status can be obtained by contacting the Procurement Office at 490-4170, or Fax 490-6425.

Report Prepared by: Dylan Hayne, P.Eng., Project Planning & Design at 490-1457

Business Unit Review: Original Signed  
\_\_\_\_\_  
Dave Hubley, P.Eng., Manager, Project Planning & Design at 490-4845  
Original Signed

Procurement Review: \_\_\_\_\_  
Jane Pryor, Manager, Procurement at 490-4200

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DH/su

R:\HRM Common Directory\CAO Awards\2016\16-301 CAOAward - RFP Sackville Geenway - Pedestrian Bridges.docx

RFP 16-301 ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION OF TWO PEDESTRIAN BRIDGES, RETAINING WALL AND ACTIVE TRANSPORTATION TRAIL – SACKVILLE GREENWAY		APPENDIX A EVALUATION CRITERIA/SCORESHEET							
Criteria	Summary (considerations may include but are not limited to the following)	Score	SNC	WSP	SDMM	Dillon	All North	Harbourside	CBCL
Communication Skills		5	3	5	3	5	3	4	4
Team composition and experience		15	11	15	12	13	11	13	13
Understanding of HRM needs		20	17	19	16	17	16	18	18
Business/Technical Solution		25	20	24	20	23	20	23	23
Project Management Methodology		5	4	5	4	5	5	5	5
Subtotal (Technical Proposal)		75% of 70 = 52.5 pts = pass	<b>70</b>	<b>55</b>	<b>68</b>	<b>55</b>	<b>63</b>	<b>55</b>	<b>63</b>
Cost	Score for Cost	<b>30</b>	<b>30.0</b>	<b>22.5</b>	<b>17.2</b>	<b>19.8</b>	<b>23.9</b>	<b>17.0</b>	<b>28.7</b>
	DESIGN		\$60,380.00	\$69,240.00	\$80,496.75	\$80,777.60	\$68,653.00	\$84,010.00	\$64,497.00
	CONSTRUCTION		\$39,150.00	\$55,110.00	\$61,367.50	\$52,628.40	\$51,169.00	\$58,595.00	\$39,500.00
	TOTAL No Tax		\$99,530.00	\$124,350.00	\$141,864.25	\$133,406.00	\$119,822.00	\$142,605.00	\$103,997.00
	incld Net HST		\$103,795.86	\$129,679.64	\$147,944.55	\$139,123.78	\$124,957.57	\$148,717.05	\$108,454.31
<b>Total</b>		<b>100</b>	<b>85.0</b>	<b>90.5</b>	<b>72.2</b>	<b>82.8</b>	<b>78.9</b>	<b>80.0</b>	<b>91.7</b>

**TO:** Jacques Dubé, Chief Administrative Officer

Original Signed

**SUBMITTED BY:**

\_\_\_\_\_  
Bruce Zvaniga, P.Eng., Director, Transportation and Public Works

**DATE:** February 8, 2017

**SUBJECT:** **Increase to Contract, RFP No. 16-301 Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and Active Transportation Trail – Sackville**

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## **ORIGIN**

This report originates from a need to increase RFP No. 16-301 – Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and Active Transportation Trail – Sackville beyond 15% of its original award.

## **LEGISLATIVE AUTHORITY**

The Halifax Charter Section 35(2)(d)(i) states the CAO may “make or authorize expenditures, and enter into contracts on behalf of the Municipality for anything required for the Municipality where the amount of the expenditure is budgeted or within the amount determined by the Council by policy, and may delegate this authority to employees of the Municipality”.

In accordance with Administrative Order No. 35, The Procurement Policy, Appendix B, Contract Amendment Guidelines: a) contract amendments must be fully funded, b) contract amendments that exceed the greater of 10 percent of the original award amount or \$10,000, must be approved by the Director for funds to be issued, and c) contract amendments that exceed the greater of 15 percent of the original award amount or \$15,000, must be approved by the CAO for funds to be issued.

The following report conforms to the above guidelines.

## **RECOMMENDATION**

It is recommended that the Chief Administrative Officer authorize an increase to RFP No. 16-301 – Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and Active Transportation Trail – Sackville, to CBCL Ltd, for additional work from the original contracted scope of work, with funding from Project Account CTU00420 Active Transportation Strategies in the amount of \$16,875 (net HST included) as outlined in the Financial Implications section of this report.

**APPROVALS ARE ON PAGE 2**

**APPROVED:**

Original Signed

Original Signed

\_\_\_\_\_  
Jane Fraser, Acting Deputy CAO

\_\_\_\_\_  
Jacques Dubé, Chief Administrative Officer

Date: Feb 10, 2017

Date: Feb 10, 2017

**BACKGROUND**

On March 15<sup>th</sup>, 2016 CBCL Ltd was awarded RFP No. 16-301 in the amount of \$67,261 (net HST included) to perform Consulting Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and an Active Transportation Trail along the Little Sackville River in Sackville, NS.

Through 2016, CBCL has performed various tasks (described below) outside the original scope. The cost for this additional work is \$5,605. In addition, comments from Halifax Water (HW) have necessitated a redesign of the retaining wall structure. The cost for this redesign is estimated at \$11,270.

**DISCUSSION**

Through 2016, CBCL has performed additional work outside the original scope as follows:

- The bridge across Little Sackville River was widened from 3.5 m to 4.0 m, necessitating changes to the superstructure, abutments and trail approaches.
- “Upland areas” adjacent to the trail were revised to include a swale ditch.
- The stream hydraulics at Rankin Brook were peculiar, as this area is a floodplain and backwater for the Little Sackville River during flood conditions. This required additional time for hydraulic analysis and consideration of design options.
- CBCL reviewed several other bridge structures and trail areas of the Sackville Greenway to gain an understanding of consistency in the trail design, as well as problems with previous designs.

In addition, comments from Halifax Water (HW) have necessitated a redesign of the retaining wall structure. In the current design the wall crosses over top of an existing HW trunk sanitary sewer main. HW has requested that the retaining wall structure be placed not closer than 2 m from the sewer main.

CBCL will address two options: one with the wall relocated to 2 m from the sanitary trunk sewer and one with the wall 4 m from it. A wall placed further away will permit easier access to the sewer main, and will also create sufficient space for a seating or turnaround area. A wall closer to the sewer main will minimize the additional construction costs.

CBCL will present conceptual design plan/profile sketches, key cross sections, estimated quantities and cost estimates, and will tabulate the advantages and disadvantages for each option. After selection of the preferred option, they will revise and resubmit the contract documents and permit information.

The additional fees for this change order request total \$16,875 (net HST included).

Contract Award (net HST included)	\$ \$67,261
<b>Current Request (CO#1) (net HST included)</b>	<b>\$ \$16,875</b>
<hr/> New Contract Value (Net HST included)	<hr/> \$ \$84,136

This request for increase to RFP 16-301 represents an increase of 25% to the original contract of \$67,261 (net HST included). A copy of the previous CAO award report is attached to this report.

**FINANCIAL IMPLICATIONS**

Funding in the amount of \$16,875 (net HST included) is available from Project Account No. CTU00420 Active Transportation Strategies. The budget availability has been confirmed by Finance.

Budget Summary: **Project Account No. CTU00420 Active Transportation Strategies**

Cumulative Unspent Budget	\$ 7,178,765
<b>Less: Change Order No. 1 RFP 16-301</b>	<b><u>\$( 16,875)</u></b>
Balance	\$ 7,161,890

The balance of funds will be used for further work required for regional trails.

**RISK CONSIDERATIONS**

There are no significant risks associated with the recommendations in this Report. The risks considered rate low. To reach this conclusion, consideration was given to financial, legal and compliance, and service delivery risks.

**ENVIRONMENTAL IMPLICATIONS**

No environmental implications.

**ALTERNATIVES**

A proposal to disassemble and reconstruct the retaining wall in the event that sewer repairs ever became necessary, thereby avoiding the need for a redesign, was rejected by Halifax Water.

The CAO could choose not to increase this contract; however, these changes are required to complete the original project scope.

**ATTACHMENTS**

CAO Report 16-301 – Engineering Services for the Design and Construction of Two Pedestrian Bridges,  
Retaining Wall and Active Transportation Trail – Sackville Greenway

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A copy of this report and information on its status can be obtained by contacting the Procurement Office  
at 902.490.4170, or Fax 902.490.6425.

Report Prepared by: Jennifer Jeans, P. Eng. Project Planning and Design, 902.490.1457

Business Unit Review: Original Signed  
Edmund Surette, PHD, P. Eng, A\Manager, Project, Planning and Design,  
902.490.4845

Procurement Review: Original Signed  
Jane Pryor, Manager, Procurement, 902.490.4200

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P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

## CAO Award Report

**TO:** John Traves, Q.C. Acting Chief Administrative Officer

**SUBMITTED BY:** Original Signed  

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David Hubley, P.Eng., A/Director, Transportation & Public Works

**DATE:** February 23, 2016

**SUBJECT:** Award – Request for Proposal No. 16-301, Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and Active Transportation Trail – Sackville Greenway

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### **ORIGIN**

The Approved 2015/16 Project Budget.

### **LEGISLATIVE AUTHORITY**

The Halifax Charter Section 35(2)(d)(i) states the CAO may “make or authorize expenditures, and enter into contracts on behalf of the Municipality for anything required for the Municipality where the amount of the expenditure is budgeted or within the amount determined by the Council by policy, and may delegate this authority to employees of the Municipality”.

In accordance with Administrative Order #35, The Procurement Policy, Section 9 (4), which was approved by Regional Council on June 8, 2004 and most recently amended on May 15, 2012, the CAO may approve the award of contracts where the award conforms to the Procurement Policy and does not exceed \$50,000 for sole/single source, \$500,000 for RFQ's, tenders and RFP's, where the funds and programs have been approved by Regional Council as part of the annual business planning and budget process, and the expenditure will not result in an over-expenditure of the entire budget.

The following report conforms to the above Policy and Charter.

**RECOMMENDATION AND APPROVALS ARE ON PAGE 2**

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**RECOMMENDATION**

It is recommended that the Chief Administrative Officer award Request for Proposal No. 16-301, Engineering Services for the Design and Construction of Two Pedestrian Bridges, Retaining Wall and Active Transportation Trail – Sackville Greenway, to the highest scoring proponent, CBCL Limited, for a Total Tender Price of \$67,261 (net HST included) with funding from Project Account No. CPX01196 – Regional Trails, as outlined in the Financial Implications section of this report.

**APPROVED:**

Original Signed	Original Signed
<hr/> Jane Fraser, Acting Deputy CAO	<hr/> John Traves, Q.C. Acting CAO
Date: <u>March 8, 2016</u>	Date: <u>March 8, 2016</u>

**BACKGROUND**

The Approved 2015/16 Project Budget includes funds for the detailed design of two pedestrian bridges, retaining wall and active transportation trail along the Little Sackville River from Glendale Drive to Sackville Drive.

This project will complete the design of the Sackville Greenway between Glendale Drive and Sackville Drive. This 1.6 km segment is the first stage of developing the full 12 km Sackville Greenway as planned by the Sackville Rivers Association in co-operation with HRM. This facility aims to connect residential areas with shopping, recreation and service destinations via walking and bicycling with a facility that is accessible to a wide range of ages and abilities. This is also a proposed facility in the 2014/19 Active Transportation Priorities Plan.

**DISCUSSION**

A Request for Proposal (RFP) 16-301 was publicly advertised on the Province of Nova Scotia's Procurement website on January 21, 2016 and closed on February 5, 2016. Proposals were received from the following companies:

**Name of Company**

CBCL Limited  
WSP Canada Inc.  
SNC-Lavalin Inc.  
Dillon Consulting Ltd.  
Harbourside Engineering Consultants  
Allnorth Consultant Ltd.  
Servant, Dunbrack, McKenzie & MacDonald Ltd.

A team consisting of staff from Project Planning and Design, facilitated by procurement, evaluated the proposals based on the criteria listed in Appendix A - Evaluation Criteria. The RFP was scored using a two envelope process. Envelope one (1) was the technical component of the RFP (communication skills, team composition and experience, understanding of HRM needs, technical solution). Envelope two (2) was the financial component of the RFP. Only those proponents that received 75% or greater from envelope one (1) had their envelope two (2) (financial) opened and evaluated. All of the technical proposals received met the technical requirements.

The final scores of the seven (7) proponents that met the technical score are as follows:

<b><u>Proponent</u></b>	<b><u>Score (Max 100)</u></b>
CBCL Limited	91.7*
WSP Canada Inc.	90.5
SNC-Lavalin Inc.	85.0
Dillon Consulting Ltd.	82.8
Harbourside Engineering Consultants	80.0
Allnorth Consultant Ltd.	78.9
Servant, Dunbrack, McKenzie & MacDonald Ltd.	72.2

\* recommended proponent

CBCL Limited received the highest score of the six proponents based on the criteria in Appendix A.

The construction services component of the work is not being awarded at this time, although the total proposal cost including construction administration and bridge certification has been included for evaluation purposes. The Construction Services component will be awarded with the Construction tender once the contractor's schedule is confirmed. This component is subject to change.

### **FINANCIAL IMPLICATIONS**

Based on the highest scoring proponent price of \$64,497.00 plus net HST of \$2,764, for a net total of \$67,261 funding is available in the Approved 2015/16 Project Budget from Project Account No. CPX01196 – Regional Trails. The budget availability has been confirmed by Finance.

#### **Budget Summary: Project Account No. CPX01196 – Regional Trails**

Cumulative Unspent Budget	\$1,533,195
<b>Less: RFP No. 16-301</b>	<b><u>\$ 67,261 *</u></b>
Balance	\$1,465,934

\* This project was estimated in the Approved 2015/16 Project Budget at \$110,000.

The balance of funds will be used to implement the remaining 2015/16 Regional Trails projects approved by Council.

### **ENVIRONMENTAL IMPLICATIONS**

Implications not identified.

### **ALTERNATIVES**

The CAO could choose not to approve the recommendations in this report, but this is not recommended by staff.

**ATTACHMENTS**

Appendix A – Evaluation Criteria

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A copy of this report and information on its status can be obtained by contacting the Procurement Office at 490-4170, or Fax 490-6425.

Report Prepared by: Dylan Hayne, P.Eng., Project Planning & Design at 490-1457

Business Unit Review: Original Signed  
Dave Hubley, P.Eng., Manager, Project Planning & Design at 490-4845

Procurement Review: Original Signed  
Jane Pryor, Manager, Procurement at 490-4200

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DH/su

RFP 16-301 ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION OF TWO PEDESTRIAN BRIDGES, RETAINING WALL AND ACTIVE TRANSPORTATION TRAIL – SACKVILLE GREENWAY		APPENDIX A EVALUATION CRITERIA/SCORESHEET							
Criteria	Summary (considerations may include but are not limited to the following)	Score	SNC	WSP	SDMM	Dillon	All North	Harbourside	CBCL
Communication Skills		5	3	5	3	5	3	4	4
Team composition and experience		15	11	15	12	13	11	13	13
Understanding of HRM needs		20	17	19	16	17	16	18	18
Business/Technical Solution		25	20	24	20	23	20	23	23
Project Management Methodology		5	4	5	4	5	5	5	5
Subtotal (Technical Proposal)		75% of 70 = 52.5 pts = pass	<b>70</b>	<b>55</b>	<b>68</b>	<b>55</b>	<b>63</b>	<b>55</b>	<b>63</b>
Cost	Score for Cost	<b>30</b>	<b>30.0</b>	<b>22.5</b>	<b>17.2</b>	<b>19.8</b>	<b>23.9</b>	<b>17.0</b>	<b>28.7</b>
	DESIGN		\$60,380.00	\$69,240.00	\$80,496.75	\$80,777.60	\$68,653.00	\$84,010.00	\$64,497.00
	CONSTRUCTION		\$39,150.00	\$55,110.00	\$61,367.50	\$52,628.40	\$51,169.00	\$58,595.00	\$39,500.00
	TOTAL No Tax		\$99,530.00	\$124,350.00	\$141,864.25	\$133,406.00	\$119,822.00	\$142,605.00	\$103,997.00
	incld Net HST		\$103,795.86	\$129,679.64	\$147,944.55	\$139,123.78	\$124,957.57	\$148,717.05	\$108,454.31
<b>Total</b>		<b>100</b>	<b>85.0</b>	<b>90.5</b>	<b>72.2</b>	<b>82.8</b>	<b>78.9</b>	<b>80.0</b>	<b>91.7</b>