



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Jeff Molenhuis
DATE: 02/08/2016
SUBJECT: Results for Howson Dam Environmental Assessment RFP
ATTACHMENTS: NONE

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works regarding results for the Howson Dam Environmental Assessment RFP;

AND FURTHER THAT Council award RFP 2016-001 to GSS Engineering Consultants Ltd. of Owen Sound, Ontario at a total estimated fee of \$88,815 (excluding HST) being the highest scoring proposal received.

AND FURTHER THAT the budgetary shortfall of approximately \$9,000 be taken from the Howson Dam Reserve.

EXECUTIVE SUMMARY

Request for Proposal RFP 2016-001 Consulting Services for the Howson Dam Environmental Assessment was issued to acquire the necessary consulting services to support this project. This project was identified in the Roads department 2016 Capital Budget.

The RFP was posted on the Township website, and was circulated to four (4) local consultants with relevant experience. It was also picked up by MERX and Biddingo. The result was seven (7) formal bid responses. Township staff reviewed and scored the proposals based on the scoring tool that was included in the RFP. The scoring tool is as follows:

ITEM	DESCRIPTION	AVAILABLE POINTS
1	CORPORATE QUALIFICATIONS & EXPERIENCE	20
2	PROJECT TEAM	20
3	APPROACH AND METHODOLOGY	30
4	QUALITY ASSURANCE & CONTROL	5
5	SCHEDULE & WORK PLAN	10
6	PROPOSED FEE	15
TOTAL POINTS AVAILABLE		100

The fees of the proposals received varied from \$79,500 to \$119,752, excluding HST. The scoring results from the evaluation are summarized below.

PROPONENT	LOCATION	RFP SCORE
GSS Engineering Consultants Ltd.	Owen Sound, ON	83
B.M. Ross Associates Limited	Goderich, ON	79
Hatch	Mississauga, ON	77
J.L. Richards	Guelph, ON	73
KGS Group Consulting Engineers	Mississauga, ON	72
DM Willis Associates Limited	Peterborough, ON	71
BlueMetric Environmental Inc.	Ottawa, ON	67

GSS Engineering was the highest scoring proposal submitted and have strong experience and work plan relative to the entire scope of work anticipated for this project. The cost from this consultant is \$88,815, excluding HST. Therefore, it is staff's recommendation that GSS Engineering Consultants Ltd. be retained for this assignment.

DISCUSSION

The proposal format asked proponents to provide a work plan for thorough investigation of the primary options for the dam, as follows:

- 1) Do Nothing;
- 2) Rehabilitate the Dam;
- 3) Rebuild the Dam; and/or
- 4) Decommission the Dam.

Proponents were asked to incorporate the adequacy of hydro-electric power into their work plan for evaluation of the alternatives. They were also asked to present a work plan that would determine full life-cycle costs (short term and long term) for the options presented. Additionally, proponents were asked to demonstrate the ability to meet anticipated project schedule for completion at the end of 2016.

GSS Consultants demonstrated the strongest experience and detailed work plan relative to the scope requested. They also provided mitigation recommendations with respect to schedule milestone conflicts, and outlined potential funding opportunities for future options.

The Director of Public Works, Director of Finance and Chief Administrative Officer were consulted during the process of this RFP.

FINANCIAL IMPACT

The 2016 Capital Budget contemplated \$80,000 for this assignment. It is proposed to utilize funds from the Howson Dam reserve to fund the remaining budget required. At this time, it is anticipated the shortfall will be approximately \$9,000. The projected Howson Dam Reserve balance at December 31st, 2016 is approximately \$121,000.

FUTURE CONSIDERATIONS

Pending award, public consultation will be undertaken over the course of the next few months. Future Council reports will be provided as the project progresses through milestones. Public consultation sessions were anticipated in September and October 2016 as part of the RFP.

RELATIONSHIP TO STRATEGIC PLAN

Goal #2 of the Township Strategic Plan is for our residents to be engaged and well informed. Goal #3 is that our community is healthy and safe. Goal #4 is that our administration is fiscally responsible and strives for operational excellence. Goal #5 is that our natural environment is valued and protected.

A handwritten signature in black ink, appearing to read 'Sharon Chambers', written in a cursive style.

Jeff Molenhuis, Director of Public Works

Sharon Chambers, CAO