



The Corporation of the Town of Tecumseh

Public Works & Engineering Services

To: Mayor and Members of Council

From: Phil Bartnik, Director Public Works & Engineering Services

Date to Council: April 25, 2023

Report Number: PWES-2023-35

Subject: Tecumseh Hamlet Secondary Plan Area
Northwest Water and Wastewater Infrastructure Project
Tender Award for Consulting Services

Recommendations

It is recommended:

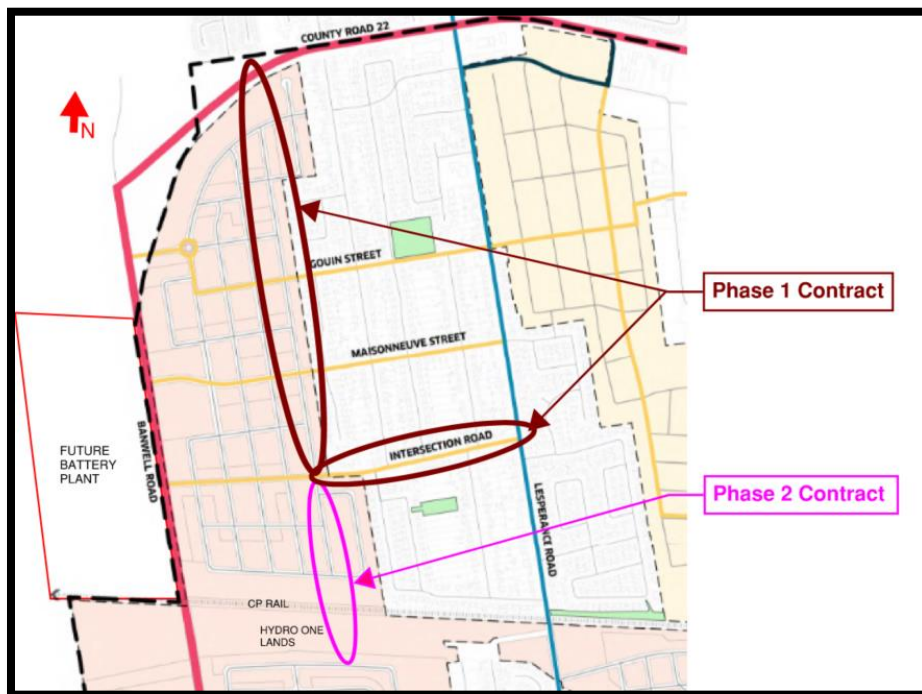
That Council **award** the Consulting Services for the Tecumseh Hamlet Secondary Plan Area – Northwest Water and Wastewater Infrastructure Project in the amount of \$1,155,465 excluding HST to Stantec Consulting Ltd.;

And that By-law 2023-053 **be given** the first, second, third and final reading to authorize the Mayor and Clerk to execute an agreement, satisfactory in form to the Town's Solicitor, with Stantec Consulting Ltd.

Background

At the January 26, 2023 Special Council Meeting, the Members adopted the recommendations contained within report [PWES-2023-01](#) '2023-2027 Public Works & Engineering Services 5-Year Capital Works Plan' (Motion: SCM-04/23), which included the Tecumseh Secondary Plan Area Northwest Water & Wastewater Infrastructure Project (design in 2023 and construction in 2024). The water and wastewater infrastructure includes projects identified in the Town's Water & Wastewater Master Plan 2018 Update, being: W-1 West Tecumseh Watermain, WW-1 West Tecumseh Sanitary Sewer, WW-2 Diversion Sanitary Sewer.

Council was further updated at the February 28, 2023 Regular Council Meeting through report [PWES-2023-21](#) where Administration offered an updated project scope, along with a description of the strategic phasing of the project as two separate contracts as depicted below.



Contract 1: The proposed works will be undertaken within the existing north-south easement (between County Road 22 and Intersection Road) and within the Intersection Road right-of-way. Detailed design is anticipated to be completed by the Fall 2023, with construction to commence in early 2024. This will provide water and wastewater services within the Tecumseh Hamlet along Banwell Road north of Intersection Road.

Contract 2: The proposed works will be from Intersection Road to south of the CP Rail and Hydro One Utility corridors. It is anticipated that obtaining the necessary easements through private property, and approvals from CP Rail and Hydro One, will take some time. It is anticipated that detailed design and obtaining all approvals will be completed by Spring/Summer 2024, with construction commencing in Winter 2024/2025. This will provide water and wastewater services within the Tecumseh Hamlet along Banwell Road south of Intersection Road and to parcels south of the CP Rail and Hydro One corridors.

Additionally, Council approved the full project funding allocations at the February 28, 2023 Regular Council Meeting, thereby charting the path forward for the tendering of Contract 1 by the Fall 2023 and continued works (design, acquisition of easements, obtaining CP Rail and Hydro One approvals) on Contract 2 (Motion: RCM-47/23).

This report provides recommendations regarding the results of the Request for Proposal for the services of qualified professionals to complete the preliminary and detailed design for the Tecumseh Hamlet Northwest Water and Wastewater Infrastructure project.

Comments

In accordance with the Town's Purchasing Policy (Policy No. 17) and Schedule 'A' of By-law 2021-60, projects with a value greater than \$500,000 require a Request for Tender or Proposal process.

On February 10, 2023, the Town posted a Request for Proposal (RFP) on the Town's Bids & Tenders account for the services of qualified professionals to complete the preliminary and detailed design. This includes the procurement of necessary approvals, preparation of tender documents, and construction administration and inspection services for the Northwest Water and Wastewater Infrastructure Project within the Tecumseh Hamlet Secondary Plan Area. Tenders were received up to and including March 23, 2023, at which time three (3) firms had submitted a proposal.

The RFPs were received and reviewed by an Evaluation Committee comprised of Town staff members. The Evaluation Committee evaluated each proposal on its own merit according to the evaluation criteria, which included: Understanding of the Scope, Proposed Implementation Plan, Relevant Project Experience, Project Manager, Project Staff, Contract Administrator and Fees.

After evaluation by the selection committee, the following rankings were determined:

Firm	Stantec Consulting Ltd.	CIMA Canada Inc.	Dillon Consulting Ltd.
Rank	1	2	3

The proposal submitted by Stantec Consulting Ltd. (Stantec) was deemed acceptable and satisfies the requirements of the RFP for Consulting Services for the Tecumseh Hamlet Secondary Plan Area – Northwest Water and Wastewater Infrastructure Project.

These services include:

- Professional services associated with engineering detailed design of road construction, storm, sanitary and watermain construction, utility coordination, limited public consultation, streetlighting and hydro servicing design, streetscaping design and sidewalk/multi-use path design;
- Coordination with CP Rail and Hydro One to obtain utility crossings approvals;
- Professional services to prepare two full tender packages for the Phases 1 and 2 of the project (one in October 2023 and one in early to mid 2024);
- Detailed topographical survey including utility confirmation suitable for detailed design;
- Legal Boundary Survey and Reference Plans prepared by an Ontario Land Surveyor;
- Assistance to the Town in obtaining/coordinating necessary easements and/or property to complete the work;
- Coordination with City of Windsor, County of Essex, Essex Region Conservation Authority (ERCA) and all involved Ministries;
- Professional services associated with the excess soil regulations;
- Geotechnical study covering excess soil, underground services design, road construction, CP Rail crossing, and groundwater mitigation;
- Professional engineering and environmental services associated with all required approvals, and;
- Full construction services during two construction seasons, including contract administration and supervision.

Administration recommends that Council award the RFP for the Tecumseh Hamlet Secondary Plan Area – Northwest Water and Wastewater Infrastructure Project in the amount of \$1,155,465 excluding HST to Stantec Consulting Ltd.

Consultations

Financial Services
Development Services

Financial Implications

Expenditures in the amount of \$1,846,500 for the detailed engineering design and project management for the Tecumseh Hamlet Secondary Plan Area – Northwest Water

& Wastewater Infrastructure Projects was previously approved under Report [PWES-2023-21](#) and funded from the following:

Funding Source	Total
Watermain Reserve Fund	\$465,000
Wastewater Sewer Reserve Fund	\$841,500
Road LC Reserve	\$390,000
Storm Sewer LC Reserve	\$150,000
Total	\$1,846,500

Stantec's proposal of \$1,155,465 is below the budgeted amount for Engineering Consulting Services within the overall project's allocated budget by \$691,035. The Stantec and CIMA bids were competitively priced, while the Dillon bid was over the Town's allocated budget.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Cheryl Curran, BES
Project Technician

Reviewed by:

Shane McVitty, P.Eng.
Development Engineer

Reviewed by:

Brian Hillman, MA, MCIP, RPP
Director Development Services

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Engineering Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
None	None