

**MEETING DATE:** August 28, 2002

**SUBJECT:** Notice Of Award Of Procurement Authorization Structural Engineering Services Proposal No. P11PW02763

**RECOMMENDATION**

It is recommended that the Commission receive the notice of award of Chair Disero, Vice-Chair Shaw and the Chief General Manager to authorize acceptance of the Proposals from and authorize the issuance of purchase orders to the following firms in the upset limit amounts listed below, for Structural Engineering Services for a two-year period from notification of awards:

λ \$350,000 to Halsall Associates Limited

λ \$350,000 to Giffels Associates Limited

λ \$350,000 to Marshall Macklin Monaghan

λ \$350,000 to Morrison Hershfield

in the total upset limit amount of \$1,400,000.00.

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**FUNDING**

Sufficient funds are available in Projects of the 2002-2006 TTC Capital Program, which was approved by City Council on March 6, 2002. Sufficient funds have also been included in the approved 2002 TTC Operating Budget and will be included in future operating budgets as appropriate. Payment for the professional services will be based on actual work performed, and charged to the approved project or operating budget account for which the work is required.

No work will be initiated unless approved funds are available and the work assignments are approved.

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**BACKGROUND**

At its meeting of October 20, 1999, the Commission approved the revisions and updates to the Authorization for Expenditures Policy/Instruction, which states that *"The Commission delegates authority to the Chair, Vice-Chair and Chief General Manager to authorize items on an interim basis that would normally be authorized by the Commission when the approval is required before the next Commission meeting. The*

*interim authorization is to be followed up by a notice of award Commission report that is to be submitted to the next scheduled meeting."*

The TTC Capital Program demands considerable use of structural rehabilitation and structural engineering services. In addition, services are occasionally required to support operational requirements. Since sufficient engineering resources to perform all of the required tasks are not available in-house, it is essential that qualified additional resources be on hand at all times to meet the Commission's requirements and needs. The method determined to best meet these demands is the supplementing of staff resources with professional consultant services.

The work included in this Proposal consists of providing structural safety assessments, preliminary condition surveys, detailed condition surveys, pre-construction surveys, structural analysis and design services, technical contract document preparation services and construction review services on structures such as buildings, retaining walls, yard paved areas, roadways, slabs, running structures, tunnels, subway stations and bridges. The work will be carried out on an as-required basis on approved capital projects and operating budget accounts over a period of two years.

## **DISCUSSION**

A Request for Proposal (RFP) was publicly advertised on the TTC website April 25, 2002. Thirty-one companies requested copies of the proposal documents out of which sixteen submitted proposals as summarized on Appendix "A". The proposals were assessed by an evaluation team composed of staff from the Engineering and Materials & Procurement Departments.

The proponents were required to submit information on their corporate experience and qualifications, and proposed staff qualifications, experience and work history, together with résumés of proposed staff. Pricing information was submitted by the proponents in a separate sealed envelope.

Once the final ranking was decided, eight firms were short-listed as the best qualified and the pricing envelope of each firm was opened and evaluated. Since all eight shortlisted companies were ranked very close to each other qualitatively, a financial analysis was prepared for evaluation purposes only, utilizing the hourly rates provided by each company for the mandatory positions and multiplied by the number of hours estimated by TTC staff for a "typical" project.

Staff evaluated the short-listed firms on their technical aspects and pricing, and the following four companies are recommended for approval on the basis of best value:

λ Halsall Associates Limited

λ Giffels Associates Limited

λ Marshall Macklin Monaghan

λ Morrison Hershfield

In order to provide the complete range of services and volume of work simultaneously required, it is in the Commission's best interest to issue a multiple award to ensure technical resources are available in a timely manner. All the above companies have previously provided services to the Commission in a satisfactory manner.

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### **JUSTIFICATION**

The issuance of biennial purchase orders to the four proponents will ensure that additional engineering resources are available to support the Commission's Capital Program Projects and operational requirements.

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July 12, 2002

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Attachment: Appendix "A"

### **APPENDIX "A"**

#### **PROCUREMENT AUTHORIZATION**

#### **STRUCTURAL ENGINEERING SERVICES**

**PROPOSAL NO.: P11PW02763**

## LIST OF PROPONENTS

### (Alphabetically)

- CH2M HILL Canada Limited
- Con Eng Inc.
- **Delcan Corporation \***
- Earth Tech Canada Inc.
- **Giffels Associates Limited \***
- **Halsall Associates Limited \***
- **Hatch Mott MacDonald \***
- HMO Limited
- **LEA Consulting Limited \***
- **Marshall Macklin Monaghan \***
- **Morrison Hershfield \***
- Quinn Dressel Associates
- R.V. Anderson Associates Limited
- Totten Sims Hubicki Associates
- **URS Cole Sherman & Associates Inc. \***
- Yolles Engineering Solutions

### EVALUATION CRITERIA

#### A. CORPORATE QUALIFICATIONS/EXPERIENCE

- Years in Business
- Relevant Experience
- Available Resources

- Transit/Transportation Experience

A. PROJECT STAFF QUALIFICATION/EXPERIENCE

- Project Management Team
- Project Team/Subconsultants

A. UNDERSTANDING OF THE WORK

- Emergency Safety Services
- Pre-Construction/Preliminary Surveys
- Detailed Condition Surveys
- Structural Rehabilitation/Structural Services
- Contract Preparation/Construction Services

**\* Short-listed Companies**