



STAFF REPORT ACTION REQUIRED

Procurement Authorization Design Consultant Services Easier Access and Second Exit Projects - Contract G85-344

Date:	July 11, 2016
To:	TTC Board
From:	Chief Executive Officer

Summary

The purpose of this report is to obtain authorization for the award of Contract G85-344 for Design Consultant Services for Easier Access and Second Exit Projects to the following three firms, in the upset limit of \$5 million per firm (for a total upset limit of \$15 million) in Canadian funds, with six year duration from Notification of Award, on the basis of the three highest rated qualified proponents:

- MMM Group Limited
- NORR Limited
- Stantec Consulting Ltd.

The retained design consultants will carry out design assignments on as required basis in support of capital projects.

Recommendations

It is recommended that the Board:

Authorize award of Contract G85-344 for Design Consultant Services for Easier Access and Second Exit Projects to the following three firms, in the noted upset limit amounts, in Canadian funds, each for a six year duration from Notification of Award, on the basis of the highest rated qualified proponents:

Firm	Upset Limit Amount
MMM Group Limited	\$5,000,000.00
NORR Limited	\$5,000,000.00
Stantec Consulting Ltd.	\$5,000,000.00
Total Upset Limit Amount	<hr/> \$15,000,000.00

Financial Summary

Funds are included for the Design Consultant Services contract work in the TTC's 2016-2025 Capital Budget and Plan under the Fire Ventilation Upgrade and Easier Access III Programs, as approved by Council on February 17, 2016. The approved budget for the Fire Ventilation Upgrade Program is \$342 million, and the amount spent to end of 2015 is \$228 million and the Easier Access Phase III Program is \$655 million and the amount spent to end of 2015 is \$226 million. The Easier Access and Second Exit projects are sometimes further combined with other smaller projects, which are listed in Appendix A.

The contract work will be administered on a Work Assignment Release basis. As each required task is identified, a work plan is prepared with an estimate. Work will only commence as authorized by TTC staff in the form of a Work Assignment Release and payment for services will be based on the terms included in the Contract Documents.

The Chief Financial & Administration Officer has reviewed this report and agrees with the financial impact information.

Accessibility/Equity Matters

Design assignments will be completed in accordance with TTC Design Standards and AODA/Ontario Building Code.

Issue Background

Since March 1990, the TTC has set the goal of making subway stations accessible to people with disabilities. The Easier Access III (EA III) program is an important part of the *2014-2018 TTC Accessibility Plan* in its objective to fulfil the provincially-legislated requirements in the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA). To date, 34 stations are accessible.

Under the EA III program there are 32 remaining stations to be made accessible by 2025; five of which are currently under construction and another eight stations have designs near completion. The remaining 19 stations require completion of the detail design phase.

For the Fire Ventilation Upgrade (FVU) program, a 2002 fire and life safety study identified the need for a second exit at 14 high priority stations. The second exit projects were subsequently established under the FVU project. Four of these locations are complete. Two are in construction, one is in detail design and the remaining 7 are yet to commence the detail design phase.

This report addresses the retention of design consultant services to carry-out design assignments in support of Easier Access and Second Exit projects and other smaller projects where combined to accommodate individual project schedules (see list of projects in Appendix A).

Comments

A Request for Proposal (RFP) was publicly advertised on the Merx website as well as the TTC's website on April 7, 2016. Twenty five (25) companies downloaded copies of the proposal documents, out of which ten (10) submitted a proposal by the closing date of May 5, 2016. The companies that did not submit proposals advised that they do not provide the type of services, did not have sufficient staff or expertise for the scope of work, were busy with other assignments or did not have sufficient resources to prepare their proposal.

Evaluation of the Proposal Submissions

Submissions from the following companies were received:

- AECOM Canada Ltd.
- Hatch Corporation
- HDR Corporation
- IBI Group Professional Services (Canada) Inc.
- LEA Consulting Ltd.
- MMM Group Limited
- Mott MacDonald Canada Limited
- NORR Limited
- Spectra Engineering Ltd.
- Stantec Consulting Ltd.

An evaluation team consisting of two members representing Project Management Section of the Construction Department and the Project Procurement Section of the Materials and Procurement Department, evaluated the qualitative portion of the proposals in accordance with the evaluation criteria outlined in the RFP and attached as Appendix B.

The recommendation for awards are based on the three highest total weighted scores. The evaluation of proposals was based on a two envelope process and consisted of qualitative and pricing components; 70 points allocated to the qualitative merit and 30 points allocated to the pricing. Proposals were first scored based on qualitative criteria at

the associated weightings as set out in the proposal documents. It was pre-determined that proposals achieving a total minimum of 49 points out of the maximum 70 points available for the qualitative evaluation would be considered qualified.

The pricing component of all qualified proponents was then evaluated, utilizing the percentage dedication for the pre-defined key staff positions, as set out in the proposal documents for evaluation purposes only, to determine a composite hourly billing rate. The total weighted score was calculated as a sum of the weighted qualitative score and the weighted pricing score.

The following companies passed the qualitative evaluation bar and had their pricing component evaluated: AECOM Canada Ltd., Hatch Corporation, HDR Corporation, IBI Group Professional Services (Canada) Inc., LEA Consulting Ltd., MMM Group Limited, Mott MacDonald Canada Limited, NORR Limited, and Stantec Consulting Ltd.

MMM Group Limited, NORR Limited, and Stantec Consulting Ltd. had the highest total weighted scores and are recommended for award of contracts.

MMM Group Limited has previously satisfactorily performed work for the TTC, but not on contracts of a similar size and nature. NORR Limited and Stantec Consulting Ltd. currently have contracts with TTC but since Performance Reviews have not been completed, the reference checks were done for all three companies which indicate that they have satisfactorily performed work of a similar size and nature in the past for TTC and other companies.

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Attachments

- Appendix A
- Appendix B

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APPENDIX A
PROCUREMENT AUTHORIZATION
CONTRACT G85-344

SUMMARY OF PROJECTS REQUIRING DESIGN CONSULTANT SERVICES

Summary of projects that may require Design Services combined with Easier Access and Second Exit

- Structural Rehabilitation
- Office Space Management
- Pump Replacement
- Fire Alarm Upgrade
- Station Improvements

APPENDIX B
PROCUREMENT AUTHORIZATION
CONTRACT G85-344

EVALUATION CRITERIA

A. Corporate Qualifications

- Background and capabilities
- Number of years in business
- Depth of available relevant resources at Proponents office, by Discipline
- CADD facilities
- Relevant corporate experience by project

B. Staff Qualifications/Experience

- Number of years of related working experience
- Number of years of direct experience
- Technical qualifications (Academic and Professional Associations)
- Capsule CV description relevant experience by project

C. Pricing Evaluation