



Staff Report to Council

Report From: Don Giberson, Infrastructure & Development General Manager

Meeting Date: June 16 2025

Report: ID- 06-2025
Results of 2025 Request for Proposals for Engineering Services – Budget Amendment

Recommendation

That South Huron Council receive Staff Report ID-06-2025 - Results of 2025 Request for Proposals for Engineering Services; and

That Council accepts the proposals received from B.M. Ross and Associates Limited and authorizes the award of professional services contracts to B.M. Ross and Associates Limited for engineering services related to:

1. design, approvals, tendering, contract administration and inspection services for the Main Street South Reconstruction (Ausable River to Victoria Street) in the amount of \$117,675.00 plus HST; and
2. design, approvals and preparation of a tender for Repairs to B-Line Structure #1098 and Grand Bend Line Watermain Upgrade in the amount of \$36,492.00 plus HST and future services for tendering, contract administration and site inspection in the amount of \$56,711.00 plus HST, subject to Council approval of a future Budget; and
3. an Inflow and Infiltration Reduction Study in the amount of \$105,423.00 plus HST; and

That Council approves an “Amendment to the Budget” to increase the capital budget for the Repairs to B-Line Structure #1098 from \$9,667.00 to \$12,211.20 and authorizes the use of the transportation capital reserve in the amount of \$2,544.20 to fund the additional project costs due to unforeseeable price increases.

Report Overview

Purpose of Report	For Approval
Council Priority Alignment	Infrastructure Investment/Asset Management Plan Community Safety and Well-Being
Consultations	Rebekah Msuya-Collison, Chief Administrative Officer/Deputy Clerk Erin Moore, Acting Financial Services Director/Treasurer Alyssa Keller, Environmental Services Manager Shane Timmermans, Transportation Services Manager
Attachment(s) to Report	None

Report Highlights

- Several Capital Projects in the approved 2025 Budget require professional engineering services including design, approvals, tendering and construction administration.
- A request for proposals closed on June 4, 2025 and Staff are recommending award of a contract to the successful proponent.

Context and Background

Professional Engineering services are required for the following projects approved in the 2025 Capital Budget:

- a) Design, approvals, tendering, construction administration and site inspection for the reconstruction of Main Street South (Ausable River to Victoria Street) a MTO Connecting Link funded project.
- b) Design, approvals and preparation of tender package for Repairs to B-Line Structure #1098) for construction in a future year.
- c) Design, approvals, tender and construction administration services for the Grand Bend Line Watermain Upgrade (B-Line to former Grand Bend Airport)
- d) Conduct an Inflow and Infiltration Reduction Study.

A Request for Proposal for Engineering Services for 2025 Capital Projects was posted on the Bids&tenders on May 7, 2025. The Request for Proposal closed on

June 4, 2025 at 2:00pm. This Request for Proposal was a “two envelope” process, with the technical submission in a separate envelope from the budget/fee structure for the cost of professional services.

This was a digital process, with online proposal submissions and the opening recorded on Zoom. The digital files containing the technical portion of the proposal were opened by Erin Moore, Acting Director of Financial Services / Treasurer as witnessed by Mayor George Finch, Amanda Johnston, Manager of Community Services and Don Giberson, General Manager of Infrastructure and Development.

The second digital files containing the budget/fee structure for the cost of professional services remained unopened until after the technical portion of the proposal was reviewed and scored by the RFP Review Committee. The second digital files were subsequently opened by Erin Moore, Acting Director of Financial Services/Treasurer on June 6, 2025 as witnessed by Katie Rowe, Asset Management Analyst.

Proposals were received from BM Ross & Associates Limited, GEI Consultants Canada Ltd., Civica Infrastructure Inc., Agile Infrastructure Limited, Flexcell Engineering Inc., and Noveen Engineering Inc. The technical proposals were evaluated and scored by a RFP Committee comprised of Alyssa Keller, Manager of Environmental Services, Shane Timmermans, Manager of Transportation Services, and Don Giberson, General Manager of Infrastructure and Development. The Proposals were evaluated based on the criteria set out in the Request for Proposal and in accordance with to the Purchasing and Procurement By-Law.

Evaluation Criteria	Weighting
Demonstrated performance of the firm for contracts of this size and nature for municipalities of similar size including but not limited to Firm Profile, References	25
Relevant experience and qualifications of key personnel identified to perform the work including but not limited to Project Team Information, Project Experience.	15
Approach and methodology to meet the Municipality’s requirements including but not limited to Understanding, Details, Action Plan	30
Advisory Services, additional value-added services	10
Cost	20
Total	100

Discussion and Staff Recommendation(s)

Proposals received from BM Ross, GEI, Civica, Agile and Flexcell were found to be in general conformance with the submission requirements. The proposal received

from Noveen Engineering did not include costing for contract administration and site inspection services for construction related projects and therefore was rejected as incomplete. Proposals from Civica, Agile and Flexcell were for one project only and were reviewed and rated. The technical proposals were evaluated and scored by the RFP Review Committee prior to opening the digital files containing the budget/fee structure for the proposals. Based on a review of technical proposals and budget/fee structures, the proposal submitted by the following proponents received the highest scores:

	Demonstrated performance	Relevant experience	Approach and methodology	Advisory Services	Technical Rank	Cost	FINAL RANKING
Project/proponents	25%	15%	30%	10%		20%	100%
1. Main Street South Reconstruction							
BM Ross	1	1	1	1	1	1	1
GEI	1	1	1	2	2	2	2
2. B-Line Structure #1098 Repairs							
BM Ross	1	1	1	1	1	1	1
GEI	1	1	1	2	2	3	2
Flexcell	2	1	2	3	3	2	3
3. Grand Bend Line Watermain Upgrade							
BM Ross	1	1	1	1	1	1	1
GEI	1	1	1	2	2	2	2
4. Inflow and Infiltration Reduction Study							
BM Ross	1	1	1	1	1	1	1
Civica	1	1	1	2	2	2	2
Agile	1	1	1	2	2	4	3
GEI	2	2	1	2	2	3	4

Based on the final ranking of the proposals, staff recommend award of a contract to the proponent that received the highest final ranking.

Impact Analysis

Financial Impact:

The cost of the 2025 engineering work is within the amounts approved in the 2025 Budget, with the exception of the Repairs to the B-Line Structure #1098 project, which is \$2,544.20 over budget. The additional cost for the B-Line Structure #1098 project will be funded by the transportation capital reserve and this will require a budget amendment. The cost of professional services for future work will be included in a future proposed budget, subject to Council approval. A summary and breakdown of these costs are as follows:

2025 Engineering Services Proposal Costs		
		Total
Main Street South Reconstruction (Ausable River to Victoria)	BM Ross	\$117,675.00
B-Line Structure #1098 Repairs	BM Ross	\$12,000.00
Grand Bend Line Watermain Upgrade	BM Ross	\$24,492.00
Inflow and Infiltration Reduction Study	BM Ross	<u>\$105,423.00</u>
	Subtotal	\$259,590.00
	Non-recoverable HST	<u>\$4,568.78</u>
	TOTAL	\$264,158.78

2025 Approved Budget Amounts		
		Total
Main Street South Reconstruction (Engineering portion)		\$374,222.00
B-Line Structure #1098 Repairs (Engineering portion)		\$9,667.00
Grand Bend Line Watermain Upgrade (Engineering portion)		\$36,015.00
Inflow and Infiltration Reduction Study		<u>\$150,000.00</u>
	Subtotal	\$569,904.40
	Net Difference	\$305,745.62

Proposed <u>2026</u> Engineering Services Costs		
		Total
B-Line Structure #1098 Repairs	BMRoss	\$13,500.00
Grand Bend Line Watermain Upgrade	BMRoss	<u>\$43,271.00</u>
	Subtotal	\$56,771.00
	Non-recoverable HST	<u>\$999.17</u>
	TOTAL	\$57,770.17

Legal Impact:

There are no legal implications for the Corporation resulting from the proposed recommendation.

Operational Impact:

After completion of the Main Street South Reconstruction project, repair and maintenance costs will be reduced as this section of roadway will be completely renewed. Repairs to the B-Line structure will restore the useful life of the structure. The Grand Bend Line watermain upgrade renews aging infrastructure and reduces future maintenance and repair costs, as well as facilitating industrial development in this area. The Inflow and Infiltration Study will provide a road map to reduce I&I, free up capacity in the wastewater collection system and reduce raw sewage by-passes/overflows.

Community Impact:

The Main Street reconstruction project is invasive and will be very disruptive to businesses and residents in the immediate area. Traffic through the downtown core of Exeter will also be impacted due to traffic congestion and delays from construction activities. The project will be planned to minimize the construction impacts, and staff will use all communication tools available to keep the public informed.

Repairs to B-Line structure will require a road closure of approximately four to six weeks and this will impact access to local businesses and residents in the vicinity of the project. The Grand Bend Line watermain is predominately off the travelled portion of the roadway and will have a minimal impact on local businesses and residents.

Linkages

- [State of the Roads Infrastructure Study](#)
 - [South Huron Asset Management Plan](#)
 - [South Huron Capital Budget \(Ten Year Forecast\)](#)
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Respectfully submitted,

Don Giberson, Infrastructure & Development General Manager

Report Approval Details

Document Title:	ID06 -2025 (Results of 2025 Engineering RFP).docx
Attachments:	
Final Approval Date:	Jun 11, 2025

This report and all of its attachments were approved and signed as outlined below:

Alex Wolfe - Jun 10, 2025 - 5:57 PM

Erin Moore - Jun 11, 2025 - 8:52 AM

Rebekah Msuya-Collison - Jun 11, 2025 - 9:50 AM