

Municipality of East Ferris

Report to Council

Report No.: R-2022-02

Date: March 22, 2022

Originator: Antoine C. Boucher, Municipal Engineer

Subject: **Joint Road Needs Study – East Ferris, Powassan, Chisholm**
RFQ 2022-01 – Road Needs Study

RECOMMENDATION

That Request for Quotes EF 2022-01 for the preparation of a Road Needs Study be awarded to Golder Associates Ltd. in the amount of \$35,855.00 plus HST. provided that the Municipality of Powassan, and Township of Chisholm also accept Golder's quote.

And That the cost of RFQ 2022-01 be equally split between the Municipality of Powassan, the Municipality of East Ferris, and the Township of Chisholm.

And That additional services, within the project scope, may be provided based on individual municipal needs.

BACKGROUND

The Municipality of East Ferris was successful in receiving FCM funding covering up to 90% of the costs associated in completing a road needs study to forecast the 5 and 10-year capital planning for asset management. The hard top roads have already been scanned and the data processed in the Streetlogix software as the first phase of the project.

Both the Municipality of Powassan and the Township of Chisholm were also successful in receiving this funding, on the principle that the work would be preformed jointly.

ANALYSIS/OPTIONS

The RFP closed on March 8, 2022 at 12:00pm, and was opened in Powassan at 250 Clark Street-Birch Room on March 9, 2022 at 9:30am. All submissions have been reviewed by staff, and RFQ openings were witnessed by Antoine Boucher, Director of Public Works and Engineering and Codey Munshaw, Director of Public Works & Engineering (Powassan).

Five (5) Quote packages were picked-up, emailed, or uploaded, and the following Three (3) bids were received.

| Company | RFP Score | Powassan's Cost (Tax not included) | Total Quote (Tax not included) |
|-------------------------|-----------|---------------------------------------|-----------------------------------|
| Golder Associates Ltd. | 98 | \$11,951.67 | \$35,855.00 |
| McIntosh Perry | 70 | \$28,510.00 | \$80,075.00 |
| Tatham Engineering Ltd. | 80 | \$20,000.00 | \$60,000.00 |

*All RFQ's were checked for errors and omissions and none were found.

Due to the large price variance between the low and next lowest bidder, staff felt that it was prudent to ensure the lowest bidder had a full grasp of the project scope, and meet the Municipality expectations.

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As such, C. Munshaw and A. Boucher contacted the lowest bidder, to discuss the project complexities, expectations, and requirements. Both C. Munshaw and A. Boucher were satisfied that the low bidder deliverables will be equal or better than the other submission and therefore that they sufficiently comprehended the scope and complexity of the project, and that they are capable of producing a satisfactory report to the respective Municipalities.

The RFQ may be extended to other Municipalities, at this time, the Township of Bonfield has expressed that they would be interested to include their road network at their cost.

In closing, Golder Associates Ltd. can provide additional services that would be included as part of the funding allocation. These services will be provided to individual Municipalities to meet their own respective needs.

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Respectfully Submitted,

I concur with this report and recommendation.



Antoine C. Boucher, P. Eng.
Municipal Engineer

Jason H. Trottier, BBA, CPA, CMA
CAO/Treasurer