

Report to Council

Report Title:	Rural Roads Condition and Needs Assessment RFP2019-02		
Prepared By:	Gregg Furtney, Director of Operations		
Department:	Public Works		
Date:	May 14, 2019		
Report Number:	PW2019-22	File Number:	C11PW, F18
Attachments:	RFP Cover Letter, Brockton Rural Roads Conditions and Assessment Request for Proposals, Rural Roads Map		

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number PW2019-22 - Rural Roads Condition and Needs Assessment RFP2019-02, prepared by Gregg Furtney, Director of Operations, and in doing so accepts the Request for Proposal submission and awards the project, based on their RFP Submission, to BM Ross and Associates Limited in the amount of \$23,961.

Report:

Background:

On March 27, 2019, The Municipality of Brockton publicly invited proposals for the procurement of a qualified and competent Consulting Engineering Firm to complete a Municipal Rural Roads Condition and Needs Assessment Study (399 Kilometers of road).

The scope of the project study is to provide the Municipality with a comprehensive Rural Roads Condition and Needs Assessment that will inform the Municipality's Capital Asset Management Plan and guide future Capital Project planning (0 to 5 year, 6 to 10 years, and 11 to 20 years). The project scope also specifically asked for cost estimate comparisons by construction and surface treatment types in order to develop future budgets. The final presentation of the completed report will take place on Tuesday, September 10, 2019 at the Brockton Municipal Council Meeting, presented by the successful Proponent.

The RFP closed at 2:00 p.m. on Monday, April 29, 2019.

Analysis:

The Municipality received six (6) RFP submissions. Staff prepared a review matrix and three (3) independent staff members read and assigned scores to each Proponent Submission based on:

- 1) Qualifications and Experience (weight factor of 35)

- 2) Methodology (weight factor of 30)
- 3) Work Plan (weight factor of 20), and finally
- 4) Price (weight factor of 15).

The weighted summary sheets are attached. Based on a review of all Evaluation Criteria, staff recommend that Council accept the RFP submission and awards the project, based on their RFP submission, to BM Ross and Associates Limited in the amount of \$23,961.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- | | |
|---|-----|
| • Do the recommendations help move the Municipality closer to its Vision? | Yes |
| • Do the recommendations contribute to achieving Cultural Vibrancy? | Yes |
| • Do the recommendations contribute to achieving Economic Prosperity? | Yes |
| • Do the recommendations contribute to Environmental Integrity? | Yes |
| • Do the recommendations contribute to the Social Equity? | Yes |

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The 2019 approved budget for this project was \$25,000 through the 01-31330-1317 General Ledger.

Reviewed By:



Trish Serratore, Chief Financial Officer

Respectfully Submitted by:



Gregg Furtney, Director of Operations

Reviewed By:



Sonya Watson, Chief Administrative Officer