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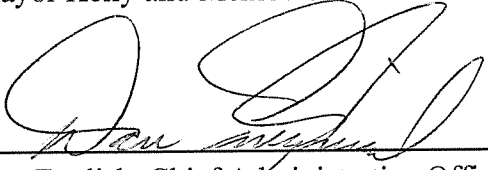


PO Box 1749
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Halifax Regional Council
February 20, 2007

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:



Dan English, Chief Administrative Officer



Wayne Anstey, Deputy Chief Administrative Officer - Operations

DATE: February 2, 2007

SUBJECT: **Award - RFP No. 06-321, Consulting Services - Asphalt Pavement
Specification Development**

ORIGIN

The 2006/07 Capital Budget and Advanced 2007/08 Capital Budget.

RECOMMENDATION

It is recommended that Council award RFP No. 06-321, Consulting Services - Asphalt Pavement Specification Development, to the highest scoring proponent, Amec Earth & Environmental at a cost of \$154,781.49 (net HST included) with funding from Capital Account No. CRU00701 - Other Road Related Works Design & Construction as outlined in the Budget Implications Section of this report.

BACKGROUND

HRM's current asphalt pavement specifications are based on the Standard Specifications for Municipal Services as developed by the Nova Scotia Road Builders Association and the Nova Scotia Consulting Engineers Association Joint Committee on Contract Documents. The Standard Specifications for Municipal Services reference the Province of Nova Scotia Department of Transportation and Public Works Standard Specifications for asphalt materials and mixes. The current asphalt specifications are designed for high speed / high traffic conditions whereas traffic conditions in HRM varies from low volume residential streets to high volume and slow moving roadways. As such staff believe it is important to review the potential to create a specification specific to HRM or augment the current document to better suit the municipality's needs and various rehabilitation strategies that are employed.

DISCUSSION

A Terms of Reference setting the scope of work was prepared and a Request for Proposals was issued and closed on August 11, 2006 for RFP No. 06-321, Consulting Services - Asphalt Pavement Specification Development. The Consultant will be responsible to review the current asphalt specifications, collect the required background data and develop an HRM specification for asphalt pavements for road maintenance, new road construction and rehabilitation of asphalt pavements.

The consultant will also develop a detailed construction manual. The construction manual will be a document which can be utilized by construction staff when inspecting and testing the placement of asphalt pavement. The construction manual will address issues such as the standardization of type and frequency of testing, test result formatting and time lines, checklist for pavement placement operations relating to items such as weather and placement techniques, procedures in dealing with failed test results and appropriate action if the specifications are not being met. The construction manual will provide staff with a consistent method when inspecting the placement of asphalt pavement. As well, the consultant will provide training/workshops for HRM staff, and study/provide recommendations on the viability/feasibility of green recycling and emerging methodologies, and other alternative materials.

It is noted that some time has passed between the closing of this RFP and the award report. Initially there was inadequate funding to proceed with the award. Funding was increased through the approval of the Advanced 2007/08 Capital Budget to accommodate the financial shortfall. As well interviews were conducted with staff and the consultants as outlined in Appendix A, and a modification was recently made to the scope of work.

RFP RESPONSES:

Proposals were received from the following firms:

- Jacques Whitford
- Amec Earth & Environmental

A team consisting of staff from Design & Construction Services and Procurement Services evaluated the proposals based on the criteria as listed in Appendix A - Evaluation Scorecard:

The final scoring for all proponents is as follows:

| Company | Scoring (max. 1000) |
|---------------------------------------|----------------------------|
| Amec Earth & Environmental | 807 |
| Jacques Whitford | 769 |

BUDGET IMPLICATIONS

Based on Amec Earth & Environmental's quoted cost of \$154,781.49, including net HST, funding is available from Capital Account #CRU00701 - **Other Road Related Works Design & Construction**. The budget availability has been approved by Financial Services.

Budget Summary Account No. CRU00701 - Other Road Related Works Design & Construction

| | |
|----------------------------|---------------------------|
| Cumulative Unspent Budget | \$ 746,410 |
| Less RFP No. 06-321 | <u>\$ 154,782*</u> |
| Balance | \$ 591,628 |

* The original proposed budget for this project was \$200,000.

The remaining funds will be used for Other Road Related Works Design & Construction in the 2007/08 fiscal year.

FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

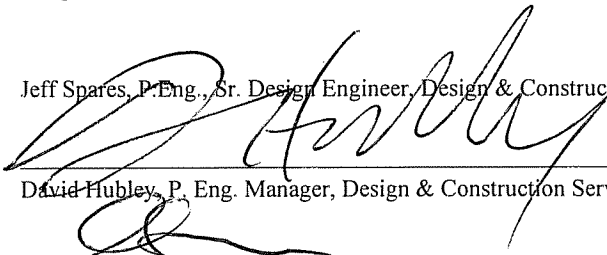
There are no recommended alternatives to this course of action.

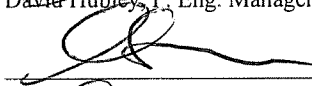
ATTACHMENT

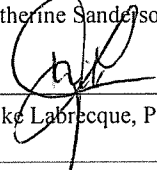
Appendix "A" - Summary of Evaluation Criteria

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/agenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax at 490-4208.

Report Prepared by: Jeff Spares, P.Eng., Sr. Design Engineer, Design & Construction Services at 490-6820

Report Approved by: 
David Hubley, P. Eng. Manager, Design & Construction Services at 490-4845

Financial Approval by: 
Catherine Sanderson, Senior Manager, Financial Services, 490-1562

Report Approved by: 
Mike Labrecque, P. Eng., Director, Transportation and Public Works Services, 490-4855

JS/pm

APPENDIX “A” - Summary of Evaluation Criteria

| HALIFAX REGIONAL MUNICIPALITY Request For Proposal RFP#: 06-321 Consulting Services - Asphalt Pavement Specification Development | | | |
|---|-------------|-------------------|--------------------|
| Item | Max Score | Amec* | Jacques |
| Expertise of Firm and Project Team | 300 | 265 | 225 |
| Methodology | 550 | 437 | 406 |
| Fee Schedule (cost - including net HST) | 100 | 70 (\$154,782) | 100 (\$108,156) |
| Overall Proposal Quality & TOR Compliance | 50 | 35 | 38 |
| TOTAL | 1000 | 807 | 769 |

* Recommended Proponent

The level of effort required to complete the above tasks varies between the two consultants. Amec Earth & Environmental proposes a maximum of 1,523 hours and Jacques Whitford 699 hours. Based on an average hourly rate, Amec Earth & Environmental’s rate is \$102 and Jacques Whitford is \$155. Staff acknowledge Amec Earth & Environmental’s fee proposal is greater than Jacques Whitford, however, the production of an HRM specification for asphalt pavement, production of a construction manual and a review of the viability/feasibility of green recycling and emerging methodologies and other alternative materials is a significant task which will be utilized by staff for many years. The level of effort as proposed by Amec Earth & Environmental is appropriate.

As well staff interviewed both consultants after the initial evaluation process was completed. The results of the interview further substantiated the recommendation to award this project to Amec Earth and Environmental.