


**Item No. 10.1.3**  
**Halifax Regional Council**  
**May 14, 2013**

**TO:** Mayor Savage and Members of Halifax Regional Council

**SUBMITTED BY:**

Original signed by 

Richard Butts, Chief Administrative Officer

Original Signed by 

Mike Labrecque, Deputy Chief Administrative Officer

**DATE:** April 15, 2013

**SUBJECT:** Award - RFP No. 12-158, Ragged Lake Transit Centre Expansion

**ORIGIN**

Approved 2013/2014 Project Budget, Supplementary Report, page F18 (Metro Transit).

**LEGISLATIVE AUTHORITY**

HRM Charter: Section 79, Halifax Regional Council may expend money for municipal purposes. Administrative Order #35, the Procurement Policy, requires Council to approve the award of contracts for sole sources exceeding \$50,000 or \$500,000 for tenders and RFP's.

The following report conforms to the above Policy and Charter.

**RECOMMENDATION**

It is recommended that Halifax Regional Council award RFP No. 12-158 to the highest scoring proponent, J.W. Lindsay Enterprises Ltd., for a Total Price of \$2,502,864.00 (net HST included), with funding from Project No. CB000001 - Ragged Lake Transit Centre Expansion, as outlined in the Financial Implications section of this report.

## **BACKGROUND**

The Ragged Lake Transit Centre was constructed in 2010 to complement Metro Transit's Burnside facility. The facility includes a 119,990 square foot Operations Centre at 80 Grassy Lake Drive, with sixteen lines of vehicle storage, housing approximately 36% of the Metro Transit fleet, and a 55,920 square foot Service Centre at 110 Grassy Lake Drive for bus maintenance, which has sixteen service bays, one body/paint bay and two fuel/wash bays. The facility also has storage for parts and tires as well as office space for administration. This new state-of-the-art and environmentally friendly facility was necessary to allow for the growth of Metro Transit.

The Ragged Lake Transit Centre was designed and built with expansion capability to accommodate Metro Transit's growing fleet. Based on the current size and configuration of the fleet, the expansion of this facility is required to accommodate the arrival of new buses in the fall of 2013.

The Ragged Lake Transit Centre expansion will add 19,316 square feet of vehicle storage and 7,800 square feet of service bays to the facility. This future expansion was planned for in the original design, with the building shell for these areas being included during construction in 2010.

## **DISCUSSION**

RFP No. 12-158, Design-Build RLTC Expansion Request for Proposals, was advertised on the Province of Nova Scotia Tenders Website and closed on Tuesday, May 29, 2012. A mandatory site meeting was held on May 8, 2012, with 20 individuals attending, including representation from eight (8) General Contractors. This award was delayed to better align the operational requirements of Metro Transit and the 2013/14 Project Budget.

Only one (1) Proposal was received: J.W. Lindsay Enterprises Ltd. Their bid has good value and is in line with the original costing of the project at \$88.51 per square foot.

The RFP was scored using a two envelope process. Envelope one was the technical component of the RFP (qualifications and experience, methodology and approach, work plan schedule). Envelope two consists of the lump sum project cost and deliverables for this project (i.e., responds to Transit's needs, efficient site plan, LEED Silver, etc.). A proponent must score 75 percent of the possible points or greater from envelope one to have their second envelope opened and evaluated.

J.W. Lindsay Enterprises Ltd. met the minimum technical score to advance, having their envelope two opened and recording the full score of 30 points as the only bidder.

The proposal was scored under the technical requirements as listed in Appendix "B" of the RFP, details of the scoring is contained in Appendix "A".

The final scoring for the proponents is as follows:

Proponent	Score (Max 100)
J.W. Lindsay Enterprises Ltd. *	89.9

**\* Recommended bidder**

*Note:* Due diligence by staff determined that existing workloads precluded the other vendors from bidding on this project at this time.

***Scope of Work and Timelines:***

The existing building shells were constructed with space allocated for four additional lines of vehicle storage (work to be completed by late September, 2013) and six additional service bays (work to be completed by early December, 2013). This project includes: installation of in-floor heating; plumbing; ventilation; garage doors; airline plumbing; pouring of concrete in both buildings; installation of electrical lines; lubrication lines; and hoists in the vehicle maintenance facility.

**FINANCIAL IMPLICATIONS**

Based on the bid price of \$2,400,000.00, plus net HST in the amount \$102,864.00, for a total Project Cost of \$2,502,864.00, funding is available in Project No. CB000001 - Ragged Lake Transit Centre Expansion. The budget availability has been confirmed by Finance.

**Budget Summary: Project No. CB000001 – Ragged Lake Transit Centre Expansion**

Cumulative Unspent Budget	\$3,735,000.00
Less: RFP No. 12-158	<u>\$2,502,864.00 *</u>
Balance	\$1,232,136.00

\* This project is estimated in the 2013/14 Project Budget at \$3,735,000.

The balance of funds (\$1,232,136.00) will be used for additional site works and fit-up required as part of the expansion project.

**ENVIRONMENTAL IMPLICATIONS**

Project is an interior renovation, no implications.

**ALTERNATIVES**

HRC may choose not to approve this recommendation; however, this would affect Metro Transit's ability to house and service the new buses arriving fall of 2013.

**ATTACHMENTS**

Appendix "A" - Envelope 1 & 2 Scoring Matrix

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

Report Prepared by: Darren Young, Project Manager, Facility Development, P&I (490-4903)

Report Approved by: \_\_\_\_\_  
Terry Gallagher, Manager, Facility Development, P&I (476-4067)

Procurement Review: \_\_\_\_\_  
Anne Feist, Manager, Procurement (490-4200)

Report Approved by: \_\_\_\_\_  
Jane Fraser, Director, Planning and Infrastructure (490-7166)

Report Approved by: \_\_\_\_\_  
Dave Reage, Acting Director, Metro Transit, (490-5138)

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Original Signed

APPENDIX "A"

Halifax Regional Municipality

Request for Proposals RFP # 12-158

Design-Build Ragged Lake Transit Centre Expansion

ITEM	MAX SCORE	Company	
		J.W. Lindsay Enterprise Ltd.	
1. <b>Communication Skills:</b> - Clarity and readability of written proposal	5	4.3	
2. <b>Team Composition and Experience:</b> - Experience of individual team member with projects of similar size and scope - Team members appropriate skills and education - Demonstrated history of proposed team in successfully completing projects of a similar nature on time and on budget - Balance of level of effort vs. team roles (project mgmt., technical, etc.)	15	13.0	
3. <b>Understanding of HRM needs:</b> - Understanding of the requirements of the scope of work and HRM organizational structure - Acceptable proposed schedule and work plan - value added propositions and recommendations - Attention to relevant challenges that the committee has not considered	15	11.0	

4.	<b>Technical Solution:</b> - Solution addresses all technical aspects of the project as identified in the RFP - Solution draws on proven methodology - Solution is flexible and scalable - Solution is cost and time effective	25	22.3	
5.	<b>Project Management Methodology:</b> - Management structure within Proponents organization/project team - Proposed communication methods between proponent team and HRM - Quality Assurance standards and practices	10	9.3	
6.	Subtotal (Technical Proposal - minimum score of 52.5 required)	70	59.9	
7.	Cost	30	30.0 \$2,502,864.00 (net HST included)	
8.	<b>Administrative and Legal Requirements:</b> - Business registration information &/or plan have been included - No or minimal alterations to standard contract have been requested (Section 2.10) - Proposal format reflects substantial adherence to instructions provided	0		
9.	<b>Total Score (100)</b>		89.9*	