

REGION OF OTTAWA-CARLETON  
RÉGION D'OTTAWA-CARLETON

REPORT  
RAPPORT

Our File/N/Réf. Your File/V/Réf.	<b>50 18-00-0001-V</b>
DATE	29 August 2000
TO/DEST.	Co-ordinator Corporate Services and Economic Development Committee
FROM/EXP.	Environment and Transportation Commissioner
SUBJECT/OBJET	<b>STITTSVILLE-KANATA FEEDERMAIN LINK CONSULTANT APPOINTMENT (CONTRACT ETL00-3071)</b>

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### **DEPARTMENTAL RECOMMENDATION**

**That the Corporate Services and Economic Development Committee and Council approve the appointment of Stantec Consulting Ltd., Ottawa, to provide detailed design and construction services for Phase 2 of the Stittsville-Kanata Feedermain Link (Abbott Street extension to Terry Fox Drive) for a total contract provision of \$85,526.17.**

### **RATIONALE**

A second watermain link between Kanata and Stittsville is required to ensure a reliable and secure water supply for the residents of Stittsville. This assignment will provide for the second of three phases of this watermain link - approximately 1700 m of 406 mm diameter watermain. It will be built from the existing stub at Abbott Street and Iber Road to the future extension of Terry Fox Drive along the extension of Abbott Street in the existing utility corridor. The first phase is being constructed by the City of Kanata in conjunction with their extension of Terry Fox Drive from Winchester Drive to south of Castlefrank Road. The third phase will be in the extension of Michael Cowpland Drive (from its existing terminus to the future Terry Fox Drive alignment) and is subject to developer timing.

The Consultant Selection Process was carried out in accordance with the Department's Guidelines for Procurement of Consulting Engineering Services.

In the first step, a Request for Qualifications (RFQ) was issued on the open Internet-based MERX bid distribution system by Supply Management Division of the Finance Department in conjunction with staff of the Environment and Transportation Department. A total of fourteen consultants submitted Statements of Qualifications in response to the RFQ. These submissions were evaluated by a panel comprised of staff from the Environment and Transportation Department.

In the second step, a Request for Proposal (RFP) was issued to each of the short-listed consultants. Three proposals were submitted and evaluated by a panel which was facilitated by the Supply Management Division. The proposals were rated using the following evaluation criteria:

- Resources and experience of firm
- Team experience, qualifications and availability
- Understanding of objectives
- Quality of approach and methodology
- Proposed work plan, schedule and level of effort
- Financial

The evaluation concluded that the proposal submitted by Stantec Consulting Ltd. represented the best overall value to the Region.

The work programme includes the following elements:

Detailed design of 406 mm watermain including:

- Geotechnical investigations
- Base mapping finalization (suitable base plans have been prepared by the Region based on spring 2000 photography of the area)
- Environmental inventory
- Preparation of plan and profile drawings
- Preparation of specifications and tender documents
- Utility circulation
- Public notification
- Identification and acquisition of all required approvals
- Application for Certificate of Approval to the Ministry of Environment
- Identification of health, safety, environmental and maintenance issues related to construction of the feeder main, identification of solutions
- Preparation of a cost estimate
- Preparation of a design brief identifying the design rationale

Construction Services:

- Review all submittals, including shop drawings
- Preparation of a Sediment and Erosion Control Plan
- Monitor the contractor's work
- Prepare record drawings

The design portion of this assignment is scheduled for completion on 31 December 2000 and the construction services portion by 31 December 2001.

The Department recommends the award of Contract ETL00-3071 to Stantec Consulting Ltd., Ottawa, as providing the best value to the Region, with a contract provision of \$69,931, plus a contingency of \$10,000 and G.S.T. of \$5,595.17, for a total contract amount of \$85,526.17.

The contingency allowance exceeds the customary 10% of contract provision in this case in order to permit for the design of an additional section of watermain if it is economically advantageous to include in this contract.

### CONSULTATION

The watermain will be built in an existing utility corridor (the old railway right-of-way). Notification will be provided to adjacent landowners to advise them of the project and its schedule.

### EXPENDITURE JUSTIFICATION

Implementation of this project is required to provide a secondary watermain feed to Stittsville. The funds for the link were identified in the 2000 Capital Budget with spending directed towards design in 2000 and construction in 2001.

### FINANCIAL STATEMENT AND APPROVAL

	\$
Approved Budget to Date	715,000
Total Paid and Committed	<u>(519,230)</u>
Balance Available	195,770
THIS REQUEST	<u>(85,526)</u>
Balance Remaining	<u>110,244</u>

Funds are available in the 2000 Capital Budget, Order No. 900439, Stittsville-Kanata Feedermain Link (Reference page 378), Purchase Requisition No. 10073410.

Approved by  
*M.J.E. Sheflin, P.Eng.*

BCA/ln

SUPPLY MANAGEMENT DIVISION

I concur,

*G. Ford on behalf of the  
Finance Commissioner*