

## **COMMITTEE OF THE WHOLE – DECEMBER 1, 2008**

### **AWARD OF PROJECT – RFP08-041** **SELECTION OF CONSULTANT** **CITY-WIDE TRANSPORTATION MASTER PLAN**

#### **Recommendations**

The Commissioner of Engineering and Public Works in consultation with the Director of Reserves and Investments and the Director of Purchasing Services recommends:

1. That the budget for Capital Project DT-7004-07 be increased from \$350,000 to \$429,000 to cover the estimated cost of completing the City-wide Transportation Master Plan Study with funding from Development Charges;
2. That the engineering consulting firm of AECOM Canada be retained to provide the necessary engineering services in connection with the completion of the City-wide Transportation Master Plan Study at an estimated cost of \$577,879 excluding G.S.T.;
3. That a contingency allowance in the amount of \$57,000 excluding G.S.T., be approved within which the Commissioner of Engineering and Public Works or his designate is authorized to approve amendments to the Contract;
4. That the inclusion of this matter on a Public Committee or Council agenda with respect to increasing the capital budget identified as Engineering Related Master Plan Studies is deemed sufficient notice pursuant to Section 2(1)(c) of Bylaw 394-2002; and
5. That the Mayor and Clerk be authorized to sign the necessary documents.

#### **Economic Impact**

The completion of the City-wide Transportation Master Plan Study (TMP) is a component of the City's overall Growth Management Strategy and will be a multi-year assignment. Based on the results of a Request for Proposal process, the undertaking of this Study is estimated to cost \$654,000.

Funding from the following approved Capital Budget Projects will be allocated towards the completion of the TMP:

➤ DT-7006-07	City-wide Transportation Study	\$ 95,000
➤ PL-9010-07	Vaughan Official Plan	\$ 130,000
➤ DT-7016-08	Engineering Related Master Plan Studies	\$ 350,000
	Available Funding:	<hr/> \$ 575,000

The approved budget amount estimates committed to the TMP fall short by approximately \$79,000. Accordingly, it is recommended that the budget for Capital Project DT-7016-08 be increased by \$79,000 to cover this funding shortfall and to ensure that there are sufficient funds to complete the study. The additional funding will come from City-wide Development Charges.

#### **Communications Plan**

The City-wide Transportation Master Plan Study will include a comprehensive public consultation program that includes community information and workshop meetings at key stages throughout the Study. In addition, stakeholder consultation groups and a technical advisory committee will be established to receive input from the various stakeholders during the Study.

Development/Transportation Engineering staff will ensure that all public communication and consultation is closely coordinated with the overall Consolidated Growth Management Strategy process; each Ward Sub-Committee; and in accordance with the Master Plan requirements of the Municipal Class Environmental Assessment (Class EA) process.

A Notice of Study Commencement will be issued as the first point of contact with the public and relevant stakeholders. This notice will be placed in local press and is intended to allow the public to participate from the beginning of the Study, resulting in a proactive, transparent consultation process. In addition, a communications database will be established and kept up to date of all agencies, stakeholders, property owners and other individuals contacted over the duration of the Study. A project web site will also be maintained throughout the Study.

### **Purpose**

The purpose of this report is to seek Council approval to retain AECOM Canada to complete the City-wide Transportation Mater Plan Study pursuant to Request for Proposal RFP08-041.

### **Background - Analysis and Options**

On May 12, 2008, Council approved the Terms of Reference for the City-wide Transportation Master Plan Study and authorized staff to initiate the process of retaining a qualified transportation engineering consulting firm to complete the Study.

In general, the City's Transportation Master Plan Study will include a detailed evaluation of the local road network and identify the infrastructure that will be needed to efficiently accommodate the population and employment growth that will result from the implementation of the Growth Management Strategy. The study will be undertaken as a component of the New Vaughan Official Plan Review and the related Focused Areas Studies. The TMP consultant will work as part of the core multi-discipline consulting team currently retained by the City to undertake the preparation of the new Official Plan, and as an integral part of the four Focus Area Study teams on transportation-related matters both within and surrounding the study areas. The transportation analysis for each of the Focus Area Studies will be undertaken as a component of the Transportation Master Plan Study and in coordination with the Focused Area Reviews.

The New Vaughan Official Plan process is currently scheduled for completion by the fall of 2010. The Transportation Master Plan Study area will encompass the entire City of Vaughan and will be premised upon a time horizon of 2031. The duration of the TMP Study will coincide with the New Vaughan Official Plan process.

A Request for Proposal (RFP08-041), for the retention of a consulting engineering firm to assist the City in undertaking the City-wide Transportation Master Plan Study, was issued on July 31, 2008 and advertised in the Vaughan Citizen (City Page), on the Ontario Public Buyers Association Website and on the Electronic Tendering Network (Biddingo) the same date. The RFP was closed on September 17, 2008 with two respective addendums issued on September 2, 2008 and September 10, 2008 to clarify proponents' queries and questions. A total of nine documents were picked up and three proposals were received from the following companies before the closing time:

- Entra
- iTRANS
- AECOM Canada

All Proposals submitted were considered compliant and further evaluated by the evaluation committee comprising of staff from York Region and the City's Policy Planning, Development/Transportation Engineering and Purchasing Services Departments. The proposals were evaluated based on the following criteria as provided in the RFP document:

- Qualifications and Experience – 40%
- Quality of the Proposal – 15%
- Project Management – 25%
- Financial – 20%

Based on the evaluation committee’s review of the Proposals, it was determined that AECOM Canada scored the highest ranking, successfully fulfilled all of the City’s technical requirements and qualifications related to the project, and had the best overall Proposal. As a result, the evaluation committee is satisfied that AECOM Canada meets all required qualifications to successfully complete the City-wide Transportation Master Plan Study.

The total estimated cost to complete the Study including engineering consulting services, a contingency allowance, applicable taxes (G.S.T. is 100% recoverable) and treasury administration, is \$653,925.37 and is calculated as follows:

**AECOM Canada**

Total Cost	\$577,879.00
Contingency Allowance (10%)	<u>\$ 57,000.00</u>
Sub-Total	\$634,879.00
G.S.T. (5% amount is 100% recoverable)	\$ 31,743.95
Treasury Administration (3%)	<u>\$ 19,046.37</u>
Sub-Total	\$ 50,790.32
Less G.S.T. Recoverable	<u>\$(31,743.95)</u>
<b>Total Cost</b>	<b>\$653,925.37 (Rounded \$654,000)</b>

Given the magnitude, duration and the anticipated level of public interest in this Study, it is recommended that a contingency allowance of 10% be carried to cover unexpected costs which may arise during the course of the Study.

**Relationship to Vaughan Vision 2020**

In consideration of the strategic priorities related to Vaughan Vision 2020, the recommendations of this report will assist in:

- Enhancing productivity, cost effectiveness & innovation;
- Enhancing and ensuring Community Safety, Health and Wellness;
- The pursuance of excellence in service delivery;
- Leadership initiatives and promotion of environmental sustainability;
- Effective governance; and
- Planning and managing growth, and economic vitality.

This report is therefore consistent with the priorities previously set by Council.

**Regional Implications**

The Region of York will be identified as one of the key public agency stakeholders on all notification lists associated with this Study. Regional staff have participated on the proposal evaluation committee and will continue to be involved as part of the technical advisory committee throughout the duration of the Study providing input and comment as required to ensure its successful completion. In addition, the City’s TMP will be closely coordinated with the Region’s

on-going Transportation Master Plan Update, the Western Vaughan Individual Class EA, and the Metrolinx final Regional Transportation Plan for the Greater Toronto and Hamilton Area.

### **Conclusion**

The City's Transportation Master Plan Study is a multi-year assignment that will include a detailed evaluation of the local road network and identify the infrastructure needed to efficiently accommodate the population and employment growth resulting from the implementation of the City's Growth Management Strategy. Funding for this Study will come from City-wide Development Charges as outlined in this report.

The Study will include a comprehensive public consultation process that will be closely coordinated with the City's overall Consolidated Growth Management Strategy process and the Municipal Class Environmental Assessment process.

Based on the results of the Request for Proposal RFP08-041 process, AECOM Canada scored the highest ranking, successfully fulfilled all of the City's technical requirements and qualifications related to the project, and had the best overall Proposal. Accordingly, it is recommended that AECOM Canada be retained to provide the necessary engineering services in connection with the completion of the City-wide Transportation Master Plan Study, and that the Mayor and Clerk be authorized to sign the necessary documents.

Should Council concur with the additional funding request, this action would be considered as an amendment to the Capital budget. Pursuant to the Municipal Act, before amending a budget, a municipality shall give notice of its intention to amend the budget at a Council meeting. Where a Capital project has been subject to a public meeting during the adoption of the approved Capital budget and where additional funding is required to complete the approved works, inclusion of the matter in a Staff report requesting additional funding on a Public Committee or Council Agenda is deemed sufficient notice pursuant to Section 2(1)(c) of Bylaw 394-2002.

### **Attachment**

N/A

### **Report prepared by:**

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Respectfully submitted,

Bill Robinson, P. Eng.  
Commissioner of Engineering  
And Public Works

Andrew Pearce, C.E.T.  
Director of Development /  
Transportation Engineering