



Report to Council

Department: Infrastructure Services

Division: Infrastructure Services

Date: February 1, 2021

Prepared by: Kevin Girard, P.Eng, MBA
Director, Infrastructure Services

Report Number: Infrastructure Services-2021-01

Subject: Engineering Services for Essex Centre Streetscape

Number of Pages: 5 (including attachments)

Recommendation(s)

That Infrastructure Services – 2021-01 entitled “Engineering Services for Essex Centre Streetscape” prepared by Kevin Girard, Director of Infrastructure Services dated February 1, 2021 be received, and

That Council appoint Stantec Consulting Ltd. to provide engineering services in the amount of \$347,286.53 (including non-refundable HST) to design, assist in procurement, and administer project GG-21-0001 - Essex Streetscaping in accordance with the completed request under Section 22 of the Town of Essex Procurement By-law 1043.

Purpose

In accordance with the Town Procurement By-Law Number 1043, Council approval is required to waive the requirements for proposals, tenders and quotations for consulting and professional services under Section 22.02 of the procurement and disposal of goods and services policy.

Background and Discussion

Since amalgamation, Stantec Consulting has been the Town's consultant for sanitary and stormwater sewer models and studies in Essex Centre. These studies have aided the Town to address hydraulic capacity issues related to climate change, while also addressing development pressures and community growth. Since the Essex Streetscape project includes a review of underground infrastructure, including storm sewers, within the scope, the flow monitoring, field investigations, and stormwater model completed by Stantec will be very useful in completing the design of the Essex Centre Streetscape.

In addition, with Stantec being the engineer of record for the Harrow Streetscape project, many of those design aspects will be replicated in the Essex Centre Streetscaping. Therefore, Stantec already has extensive background knowledge of the requirements and scope of the Essex Streetscape that would otherwise take time and additional effort for another consultant to acquire. Further, their experience with the Harrow Streetscape project will allow Stantec to competently manage the Essex Centre Streetscape project effectively and efficiently, both creating savings and ensuring timelines are met.

Financial Impact

Stantec's total estimate of fees for engineering services for GG-21-0001 - Essex Centre Streetscape is \$685,780.99 (including applicable taxes). Of this, \$347,286.53 is for design and tendering services, and \$338,494.46 is for construction and administration services. In the 2021 approved capital budget, the Town included \$460,000 for design and tendering services for this project. Therefore, it is recommended that the design and tendering costs of \$347,286.53 (including applicable taxes) is awarded to Stantec Consulting. Further, since procurement of the construction contract has not been completed, it is advised that unspent funds from capital project GG-21-001 of \$112,713.47 remain unspent to offset the construction and administrative engineering services fees associated with the future construction.

The additional engineering expenses of \$338,494.46 will be included in the 2022 capital budget request along with the construction costs, which will require Council approval during 2022 Budget Deliberations.

Based on a review of recent similar projects, including the Harrow Streetscape, undertaken by the Town, the estimated engineering costs provided by Stantec for this project appear comparable and reasonable.

Consultations

- Stantec Consulting Ltd.
- Jackson Tang, Assistant Manager, Business Services
- Jeffrey Morrison, Director, Corporate Services/Treasurer
- Kate Giurissevich, Manager, Finance and Business Services/Deputy Treasurer

Link to Strategic Priorities

- ☒ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☐ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☐ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☐ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☐ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.

Report Approval Details

Document Title:	Engineering Services for Essex Centre Streetscape - Infrastructure Services-2021-01.docx
Attachments:	- Procurement Section 22 - Essex Streetscape.pdf
Final Approval Date:	Jan 28, 2021

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Chris Nepszy". The signature is fluid and cursive, with a prominent "C" and "N".

Chris Nepszy, Chief Administrative Officer - Jan 28, 2021 - 8:56 AM