

Section I – Items for Board of Directors Action

TO: Chair and Members of the Executive Committee
Friday, April 5, 2024 Meeting

FROM: Anil Wijesooriya, Director, Restoration and Infrastructure

RE: **REQUEST FOR PROPOSAL FOR ACCESS UPGRADES: LOWER DON TRAIL PHASE 4 PROJECT**
RFP No. 10040463

KEY ISSUE

Award of Request for Proposal (RFP) No. 10040463 for the replacement of an existing staircase with a new, accessible trail connection in the form of a freestanding, integrated ramp, and staircase structure as part of the Lower Don Trail system.

RECOMMENDATION:

WHEREAS Toronto and Region Conservation Authority (TRCA) has partnered with the City of Toronto to implement the Lower Don Trail Phase 4 Project;

AND WHEREAS the Lower Don Trail Phase 4 Project requires design-build services;

AND WHEREAS TRCA solicited Proposals through a publicly advertised process and evaluated the Proposals based on standardised criteria;

THEREFORE LET IT BE RESOLVED THAT Request for Proposal (RFP) No. 10040463 for Access Upgrades - Lower Don Trail Phase 4 be awarded to Metric Contracting Services Corporation at a total cost not to exceed \$996,393 plus applicable taxes, to be expended as authorized by TRCA staff;

THAT TRCA staff be authorized to approve additional expenditures to a maximum of \$99,639 (approximately 10% of the project cost), plus applicable taxes, in excess of the contract cost as a contingency allowance if deemed necessary;

AND FURTHER THAT authorized TRCA officials be directed to take whatever action may be required to implement the contract, including the obtaining of necessary approvals and the signing and execution of any documents.

BACKGROUND

The Lower Don Trail Phase 4 Project is being completed in partnership with the City of Toronto (the City) as a state-of-good repair improvement project which will replace an existing staircase with a new accessible trail connection in the form of a freestanding, integrated ramp and staircase structure. The existing staircase at the southern extent of the Don Mills Access Trail Project Area presents an accessibility barrier for pedestrians and cyclists to connect to the existing Lower Don Trail located in the ravine. The redesign will improve accessibility to the Lower Don Trail system while enhancing connectivity, safety, and user experience for pedestrians and cyclists in the Flemington

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Park and Thorncliffe Park communities.

TRCA, in partnership with the City, previously completed Phases 1 to 3 of the Project. Phase 1 involved completion of detailed designs and all permits and approvals for the new multi-use trail. Phase 2 included construction of a 300-metre long multi-use trail with eight (8) new rest areas, installation of new public art, and improved safety and user experience for trail users. Phase 3 included site restoration to compensate for temporary impacts from the Phase 2 works, development and implementation of a 5-year invasive species management plan, and the completion of conceptual designs for Phase 4 works.

RATIONALE

A Request for Supplier Pre-Qualification (RFSQ) for general contractors was posted on the public procurement website www.biddingo.com on October 20, 2023, and closed on November 7, 2023. One (1) addendum was issued to respond to questions received. A total of thirty-six (36) firms downloaded the documents and three (3) Pre-qualification Proposals were received from the following Proponents:

- KAPP Infrastructure Inc.
- Metric Contracting Services Corporation
- Rutherford Contracting Ltd.

An Evaluation Committee comprised of staff from Construction Services and Project Management Office reviewed the pre-qualification documents based on the following criteria:

Criteria	Weight	Minimum Score
Company's Information and Experience	20%	
Health & Safety	15%	
Key Personnel	25%	
Project Experience	40%	
TOTAL POINTS	100%	60%

Based on the RFSQ evaluation results, Request for Proposal (RFP) documents were issued on December 11, 2023 to the following three (3) pre-qualified Proponents:

- KAPP Infrastructure Inc. (KAPP)
- Metric Contracting Services Corporation (Metric)
- Rutherford Contracting Ltd (Rutherford)

A mandatory meeting and site tour was held on December 14, 2023, for all Pre-qualified Proponents. Rutherford did not attend the mandatory meeting and therefore forfeited their eligibility to submit a Proposal for the contract.

Two (2) addendums were issued during the RFP process to respond to questions received. The RFP closed on January 22, 2024, and a total of one (1) Proposal was

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received from the following Proponent:

- Metric

KAPP provided TRCA with a notice of no bid prior to the closing date of the RFP and therefore did not submit a Proposal.

An Evaluation Committee comprised of staff from Construction Services and Project Management Office reviewed the sole Proposal submitted for the Project. The criteria used to evaluate and select the recommended Proponent included the following:

Criteria	Weight
Conformance with the terms of the RFP	10%
Understanding of Project and Scope of Work	15%
Similar Projects – Scope and Magnitude	10%
Expertise and Availability of Project Team (Resumes)	10%
Approach / Methodology	25%
Technical Proposal Weighting Sub-Total	70%
Pricing	30%
Fee Proposal Weighting Sub-Total	30%
Total	100%

Metric met all the requirements in the RFP and the Evaluation Committee was satisfied with the proposed design for the Project. Additionally, the Evaluation Committee reviewed the Fee Proposal against its own Project budget. The bid represents an approximate 30% increase of the estimated contract value. Based on the current economic climate, increasing costs associated with fabrication, and the specific requirements of this Project, Metric's Fee Proposal was determined to be of reasonable value.

Following the procurement process, TRCA contacted Rutherford and KAPP to inquire as to why they did not submit a Proposal. Both Proponents cited they opted not to submit a Proposal due to various internal constraints within their companies at the time of procurement, which made them unable to provide a competitive Proposal.

Therefore, it is recommended that contract No. 10040463 be awarded to Metric Contracting Services Corporation at a total cost not to exceed \$996,393 plus 10% contingency, plus applicable taxes, it being the highest ranked Proponent meeting TRCA specifications. Proponent's scores and staff analysis of the evaluation results can be provided in an in-camera presentation, upon request.

Relationship to TRCA's 2023-2034 Strategic Plan

This report supports the following Pillars and Outcomes set forth in TRCA's 2023-2034 Strategic Plan:

Pillar 3 Community Prosperity:

- 3.1 Connect communities to nature and greenspace

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Pillar 3 Community Prosperity:

3.2 A culture of diversity, equity and inclusion contributing to community well-being

DETAILS OF WORK TO BE DONE

The key deliverables and Project schedule are outlined below, milestone dates will be adjusted based on contract award date:

- Develop detailed designs for accessibility improvements at the Project site (August 2024);
- Secure all necessary permits and approvals to proceed with work (August 2024);
- Supply all engineering support, testing, supervision, labour, equipment, and materials necessary to construct the accessibility improvements at the Project site (April 2025); and
- Site Restoration (May 2025)

The Proponent staff resources dedicated to the project are as follows:

Metric and its subcontractors have allocated 14 key staff to the project, as well as a team for Design, Transportation Planning and Engineering Support, and Cost Estimation. Staff resources will support the project until its anticipated completion in June of 2025. TRCA will prepare detailed communications material and install signage to advise trail users of the planned works, safety and access issues in coordination with the City as part of project implementation.

FINANCIAL DETAILS

Full Project funding has been allocated by the City and must be expended by the end of 2025. TRCA will manage the contractor on behalf of the City on a fee-for-service basis, under Letter of Agreement. Funds are being tracked in 417-04.

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Date: February 29, 2024

Attachments: 1

Attachment 1: Lower Don Staircase Replacement Context Map