

# City of Belleville

Report No: ENG-2023-03

Meeting Date: February 27, 2023



**To:** Mayor and Members of Council  
**Department:** Engineering & Development Services  
**Staff Contact:** Deanna O'Leary, Senior Project Manager

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**Subject: Request for Proposal ENG2022-18  
Consulting Engineering Services for Northeast Industrial Park  
Expansion Municipal Class Environmental Assessment and  
Preliminary Design**

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## Recommendation:

“THAT the Request for Proposal submission from T.Y. Lin International Canada Inc. be accepted for RFP-ENG2022-18, Request for Proposal for Consulting Engineering Services for Northeast Industrial Park Expansion Municipal Class Environmental Assessment and Preliminary Design in the amount of \$872,076.00 plus \$113,369.88 HST for a total amount of \$985,445.88, this being the most qualified proposal received and that the Mayor and the City Clerk be authorized to sign the Acceptance Agreement on behalf of The Corporation of the City of Belleville and that the City Clerk be authorized to affix the Corporate Seal.”

## Strategic Plan Alignment:

Infrastructure: Plan for and invest in new or expanded infrastructure to establish sufficient capacity to provide for growth of our community.

Industrial and Commercial Development: Ensure suitable serviced employment lands are available to meet the needs of all potential industrial and commercial investments

## Background:

The City of Belleville is continuing to expand its busy Northeast Industrial Park, located south of Highway 401, east of Cannifton Road, and north of the Canadian National Railway corridor in the City of Belleville. To meet the needs of a growing manufacturing base, the City of Belleville is looking to provide road access and municipal servicing to more than 685 acres of City-owned lands from the end of College Street East easterly to Atkins Road to ensure there is a long-term supply of fully serviced and zoned industrial land ready for development.

The extension of a road network and municipal servicing into this area has been previously evaluated as part of the Bell Creek Secondary Plan in 1991 and more recently, the College Street East Extension and Associated Servicing of Land West of Bell Creek – Municipal Class Environmental Assessment in 2012.

College Street East was extended in 2014 following the recommendations of the 2012 study which resulted in the servicing of approximately 200 acres of industrial zoned lands. The majority of these “Phase 1” lands along College Street East have now been sold by the City for development.

The purpose of the subject Northeast Industrial Park Expansion Municipal Class Environmental Assessment (MCEA) is to demonstrate the highest and best use potential for the entire remaining City owned property which will include identifying future roadways (including crossing the Bell Creek and the Bell Creek Provincially Significant Wetland), the water and wastewater servicing strategy, and stormwater management measures as necessary to develop the remaining industrial lands.

A map showing the approximate study limits is included in Attachment 1.

#### Request for Proposal ENG2022-18

Completion of the MCEA is the first step in preparing the entirety of the remaining City-owned Northeast Industrial lands for development. The Municipal Class Environmental Assessment is a recognized process under the Ontario Environmental Assessment Act and includes public consultation and consideration of all environmental effects as key principles of the process.

Request for Proposal RFP-ENG2022-18 for Consulting Engineering Services for Northeast Industrial Park Expansion Municipal Class Environmental Assessment and Preliminary Design includes the following deliverables:

- Completion of the MCEA to identify and evaluate alternative solutions and ultimately recommend a preferred solution to provide road access and municipal servicing to the remaining 685 acres of City-owned lands. Municipal services include water, wastewater, and stormwater management. The MCEA will be summarized with all background studies in an Environmental Study Report.
- A Final Concept Plan identifying the development blocks, future roadway(s), servicing corridor(s), stormwater blocks, and potential wetland compensation blocks as necessary to develop the remaining industrial lands.
- A Preliminary Design for the preferred roadway alignment(s) and servicing corridor(s).
- An Implementation Plan including cost and time estimates for infrastructure detail design and construction required for development of remaining lands in a phased approach. Informed by the traffic study and land use planning to be completed under this assignment, the Implementation Plan will also comment on the recommended timing for the Belleville East Arterial Road (BEAR) construction and its Highway 401 interchange. The BEAR is not part of this assignment.

Following this MCEA and preliminary design assignment, detail design will proceed under a separate assignment(s) followed by phased construction of the recommended road(s) and municipal services.

**Financial/Analysis:**

In 2021 / 2022 a Request for Proposal was issued for the essentially same work, however only a single proposal submission was received which exceeded the project budget at that time. With insufficient funds to complete the assignment, the RFP was not awarded and the issue was referred to the 2023 Capital Budget.

With additional funds for the project being requested in the 2023 Capital Budget, a new Request for Proposals RFP-ENG2022-18 for Consulting Engineering Services for Northeast Industrial Park Expansion Municipal Class Environmental Assessment and Preliminary Design was issued in late 2022 so that this important project could commence in 2023 as soon as budget becomes available to proceed.

The proposal submissions were received on February 1, 2023 and the following is a summary, per the Finance Department’s Proposal Opening Summary (see Attachment 2):

- Date Posted:** December 1, 2022
- Date Closed:** February 1, 2023
- Number of Plan Takers:** 17
- Number of Submissions:** 3
- Number of Addenda Issued:** 2

This RFP required the bidders to submit their technical proposal in one envelope and their financial proposal in a separate envelope. The technical submissions were then opened and evaluated with the financial submissions only being opened and evaluated if a minimum technical score was achieved. This process ensures that only those consultants who have clearly demonstrated a thorough understanding of the project and who have dedicated the necessary and experienced resources would be considered in the final award of the project.

The technical submission of the three proposal submissions received were evaluated and scored by City staff in accordance with the following evaluation criteria:

<b>Evaluation Criteria</b>	<b>Points</b>
Overall Submission Quality and Completeness	10
Project Schedule	50
Project Methodology and Key Deliverables	100
Corporate and Sub-consultant Ability and Experience on Comparable Projects	25
Assigned Project Staff and Sub consultants	90
<b>TOTAL</b>	<b>275</b>

The RFP document specified that proposal submissions which achieved a minimum total point score of 150 points or greater would proceed to the second phase which includes opening of the cost envelope.

Following the evaluation of the technical proposals received, all three (3) proposals achieved the minimum total point score of 150 for the technical submission.

The following summarizes the firms that responded to the “Request for Proposals”:

<b>Consultant</b>	<b>Proposal Cost</b>	<b>HST at 13%</b>	<b>Total Proposal Amount</b>	<b>Net Proposal Cost to City*</b>
Ainley Graham & Associates Limited	\$827,913.50	\$107,628.76	\$935,542.26	\$842,484.78
IBI Group Professional Services (Canada) Inc.	\$935,986.00	\$121,678.18	\$1,057,664.18	\$952,459.35
T.Y. Lin International Canada Inc.	\$872,076.00	\$113,369.88	\$985,445.88	\$887,424.54

\*Proposal Cost net of all HST rebates and credits

The technical and the financial scores were then used to select the recommended firm through weighting the technical scores at 75% and cost at 25% of the overall scoring. Upon completion of scoring and evaluation, the final overall rankings for the proposals are summarized as follows:

<b>Consultant</b>	<b>Ranking</b>
T.Y. Lin International Canada Inc.	1st
Ainley Graham & Associates Limited	2nd
IBI Group Professional Services (Canada) Inc.	3rd

Through their proposal, T.Y. Lin has demonstrated they have a good understanding of the project and are fully capable and competent to complete this assignment. T.Y. Lin recognizes that time is of the essence in this assignment and identified schedule risks and their proposed mitigation measures. Their proposal prioritizes the unique natural environment associated with Bell Creek and the provincially significant wetlands of the study area. Further, several of their proposed team members have direct knowledge of and experience with the study area having completed the previous College Street East extension MCEA in 2012.

T.Y. Lin anticipates requiring 18 months to complete which is consistent with the other bidders who anticipate a completion time of 16 to 18 months.

An additional \$650,000.00 was requested during the 2023 Capital Budget (Issue 1.081) for a total project budget of \$1,500,000 for the Northeast Industrial Park Expansion Environmental Assessment and Preliminary Design. In addition to the scope of work included under RFP-

ENG2022-18, completing the preliminary design process will require completion of other activities such as geotechnical investigations and Stage 2 archeological surveys which will be procured separately after their scopes are defined through the current assignment. Therefore, there is sufficient funding available to complete this assignment.

**Conclusion:**

It is recommended that that the proposal submission from T.Y. Lin International Canada Inc. be accepted for RFP-ENG2022-18, Request for Proposal for Consulting Engineering Services for Northeast Industrial Park Expansion Municipal Class Environmental Assessment and Preliminary Design in the amount of \$872,076.00 plus \$113,369.88 HST for a total amount of \$985,445.88.

**Attachments:**

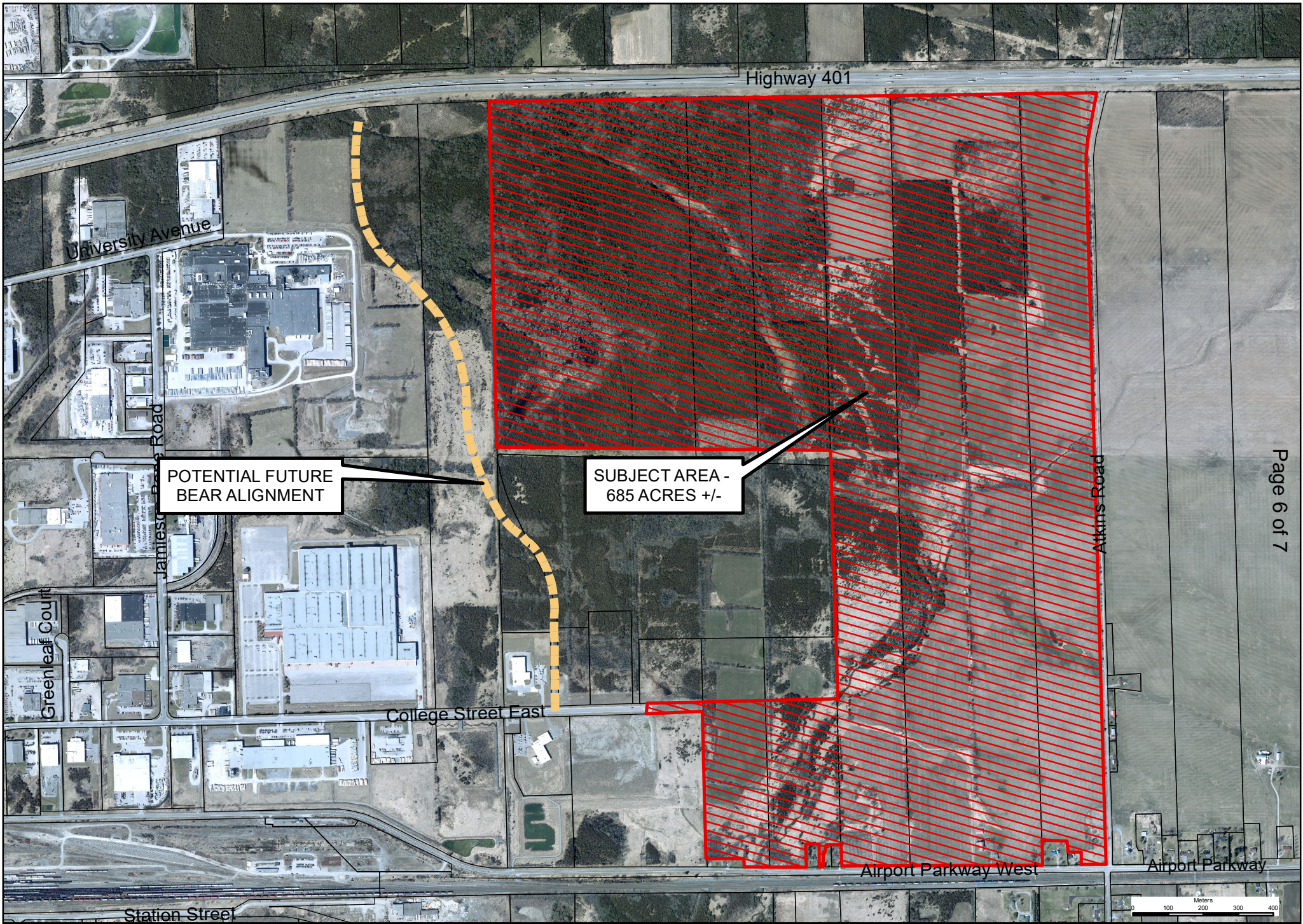
[Attachment 1 Map showing approximate study limits](#)  
[Submission Summary ENG2022-18 P-36-22 Consulting NEIP \(002\)](#)

**Approved by:**

Ray Ford, Manager of Engineering  
Stephen Ashton, Director of Engineering  
Perry DeCola, General Manager - Environmental Services  
Brandon Ferguson, Director of Finance, Treasurer  
Matt MacDonald, Director Corporate Services  
Rod Bovay, Chief Administrative Officer

**Status:**

Approved - 22 Feb 2023  
Approved - 22 Feb 2023  
Approved - 22 Feb 2023  
Approved - 22 Feb 2023  
Approved - 22 Feb 2023  
Approved - 22 Feb 2023



Highway 401

University Avenue

POTENTIAL FUTURE BEAR ALIGNMENT

SUBJECT AREA - 685 ACRES +/-

Atkins Road

College Street East

Airport Parkway West

Airport Parkway

Station Street

**SUBJECT AREA**  
ENVIRONMENTAL ASSESSMENT



**CITY OF BELLEVILLE**  
ENGINEERING & DEVELOPMENT SERVICES DEPARTMENT  
September 12, 2022



**ENG2022-18 P-36-22 (Two Envelope)**

**Consulting Engineering Services for Northeast Industrial Park Expansion Municipal Class  
Environmental Assessment and Preliminary Design**

**Closing Date: Wednesday, February 1, 2023**

**Submission Summary**

TO: Deanna O’Leary, Senior Project Manager, Engineering and Development Services  
 FROM: Christine Fradley, Purchasing Supervisor  
 DATE: Wednesday, February 1, 2023

The above-noted Request for Proposal closed on Wednesday, February 1, 2023 @ 1:00pm local time and the following bids were received.

**Step 1** Technical Submission requirements for:

Vendor
T.Y. Lin International Canada Inc.
Ainley Graham & Associates Limited
IBI Group Professional Services (Canada) Inc.

**Budget Information**

The Capital Account Number for this project being 1-3-5000605-0825

<b>Budget</b>	\$850,000.00
<b>Less: Spending and Commitments</b>	\$0.00
<b>Remaining Budget for Project (HST excluded)</b>	\$850,000.00

**Step 2** Price Submissions will be provided upon approval of the quality factors from Step 1 for each bidder. Please advise the undersigned a list of the qualified bidders.

**Council Report Summary**

Open Date: December 1, 2022  
 Close Date: February 1, 2023  
 Days Open: 62  
 Addenda: 2  
 Registered Plan Takers: 17  
**Completed Submissions: 3**  
 Irrevocable Period: 90 Days

*Shawna Bailey for*

Christine Fradley – Purchasing Supervisor