



CITY OF HAMILTON

PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Parking and By-law Services Division

TO: Chair and Members Planning Committee	WARD(S) AFFECTED: WARD 2
COMMITTEE DATE: February 19, 2013	
SUBJECT/REPORT NO: Design Consultant for York Boulevard Parkade (PED13034) (Ward 2)	
SUBMITTED BY: Tim McCabe General Manager Planning and Economic Development Department	PREPARED BY: Kerry Davren (905) 546-2424, Ext. 6009
SIGNATURE:	

RECOMMENDATIONS

- (a) That staff be authorized and directed to negotiate a single source contract, in a form satisfactory to the City Solicitor, with Read Jones Christoffersen Consulting Engineers to complete the design specifications, tender documents and project management/warranty review for the remaining five (5) phases of the York Boulevard Parkade rehabilitation (28 York Boulevard) which is scheduled to occur from 2013 – 2017;
- (b) That the associated costs for the design specifications, tender documents and project management/warranty review for the York Boulevard Parkade rehabilitation, not to exceed \$75,000 per phase (total \$375,000), be funded from the Parking Reserve Account No. 108021.

EXECUTIVE SUMMARY

The Hamilton Municipal Parking System (HMPS) is rehabilitating the waterproofing membrane and concrete slabs at the York Boulevard Parkade (located at 28 York Boulevard). The project has six (6) phases in total and is anticipated to be completed from 2012–2017. The first phase was successfully completed in July 2012.

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In 2005, Read Jones Christoffersen (RJC) was the successful bidder to undertake a condition assessment of the York Boulevard Parkade (Contract #C2-08-05). Their *2005 Structural Condition Assessment Report, York Boulevard Parkade* identified a recommended rehabilitation and maintenance program for the York Boulevard Parkade. This Report was updated by RJC in 2010 and formed the basis of the multi-phased capital rehabilitation project originally approved by the (former) Committee of the Whole on December 8, 2009 and City Council on December 9, 2009 (Report #FCS09114) as part of the Capital Budget approval process.

This Report recommends that RJC be hired as the consulting engineers for the remaining five (5) phases of the project, scheduled to be completed by 2017.

Alternatives for Consideration – See Page 4

FINANCIAL / STAFFING / LEGAL IMPLICATIONS (for Recommendation(s) only)

Financial: Costs for consulting engineering for each of the remaining phases of the York Boulevard Parkade rehabilitation is estimated to be no more than \$75,000 per phase (\$375,000 total) over the next five (5) years and can be funded from the Parking Reserve Account No. 108021.

HISTORICAL BACKGROUND (Chronology of events)

In 2005, RJC completed the *2005 Structural Condition Assessment Report, York Boulevard Parkade* which identified a recommended rehabilitation and maintenance program for the York Boulevard Parkade. This report was updated by RJC in 2010 and formed the basis of our multi-phased capital rehabilitation project.

In February 2011, RJC was hired to complete the tender documents and project management for the first phase of the York Boulevard Parkade rehabilitation through Procurement Policy #11. This phase of the project was successfully completed in July 2012.

POLICY IMPLICATIONS

Procurement Policy – Policy #11 – Non-competitive Procurements, Item 1(c) Single Source.

RELEVANT CONSULTATION

Corporate Services (Procurement Section) was consulted in the preparation of this Report.

ANALYSIS / RATIONALE FOR RECOMMENDATION

(include Performance Measurement/Benchmarking Data, if applicable)

It is staff's opinion that single sourcing to RJC would provide the most expeditious, cost effective and consistent approach to completing the rehabilitation of the York Boulevard Parkade. Several reasons for this opinion include:

1. ***A new Structural Condition Assessment would be required – adding unnecessary costs to the project.*** RJC has completed the Structural Condition Assessment and portions of the detailed design as part of their previous work. For liability reasons staff believe that a new engineering consultant would require that the Structural Condition Assessment be redone by their own staff which would result in a redundancy in both time and cost to the project. The current assessment cost is \$18,500.
2. ***Allows for consistency in specifications, materials and inspection throughout the entire project.*** Phase one of the rehabilitation has already been successfully completed by RJC. Hiring RJC for the remaining phases will allow consistency of specifications (thus materials) and inspection services.
3. ***Use of the Policy #11 Non-Competitive Procurements process would not be as transparent.*** Approval to use RJC for the remaining phases could be granted via the Policy #11 Non-Competitive Procurements process, as per the first phase of the project. In consultation with Procurement staff, it was determined that using the Policy #11 procedure for six (6) phases over several years may be difficult to track and substantiate if reviewed after the project is completed. Staff is recommending approval of RJC through this Report in order to ensure the transparency of the process.
4. ***The Request for Proposal process is biased towards RJC.*** RJC has the advantage over other agencies should a Request for Proposal process (i.e., award based on most qualified/best price) be used to hire an outside consultant due to their detailed knowledge of the project and previous experience with the York Boulevard Parkade. This would bias the procurement process.
5. ***The Request for Tender process would restrict staff's ability to hire the most qualified candidate and would add additional costs to the project.*** A Request for Tender process could be used to hire a consultant (i.e., lowest bid amount) but this is not recommended as it does not provide HMPS with the ability to properly assess the expertise of the bidders. Since the project has structural components which can affect public safety, it is imperative that a fully qualified consultant be hired. In order to ensure that the specifications in a Request for Tender were robust enough to guarantee that a fully qualified candidate be awarded the bid, an outside consultant would need to be hired to prepare the tender. The costs associated with

hiring a consultant would likely offset any cost savings that may arise from using the tender process.

ALTERNATIVES FOR CONSIDERATION

(include Financial, Staffing, Legal and Policy Implications and pros and cons for each alternative)

A formal Request for Proposal could be issued to allow other consulting firms with parking rehabilitation experience to bid on the project. This is not recommended because it would be less expedient and result in shifting priorities or delays to other projects due to the time commitments required by HMPS staff. Additionally, RJC would already have an advantage over other firms given their detailed knowledge and experience with this project which would compromise the fairness of the procurement process.

A formal Request for Tender could be issued, however, this process limits staff's ability to properly assess the expertise of the consulting firms. It is important that any firm hired be fully qualified in this type of work since it deals with structural issues that can affect public safety. In order to ensure that the specifications in a Request for Tender were robust enough to guarantee that a fully qualified candidate be awarded the bid, an outside consultant would need to be hired. The costs associated with hiring a consultant would likely offset any cost savings that may arise from using the tender process.

CORPORATE STRATEGIC PLAN (Linkage to Desired End Results)

Focus Areas: 1. Skilled, Innovative and Respectful Organization, 2. Financial Sustainability, 3. Intergovernmental Relationships, 4. Growing Our Economy, 5. Social Development, 6. Environmental Stewardship, 7. Healthy Community

Financial Sustainability

- Delivery of municipal services and management capital assets/liabilities in a sustainable, innovative and cost effective manner.

APPENDICES / SCHEDULES

N/A

KD/dt