

BASEMENT FLOODING PROTECTION PROGRAM
CAPACITY ASSESSMENT STUDIES
AREAS 46-61 AND 63-67
RFP No. 9117-18-7752

City of Toronto
Mandatory Meeting
February 8th, 2019





Agenda

1. Introduction and Meeting Purpose
2. Purpose and Organization of RFP
3. RFP Timeline, Questions, and Addenda
4. Proposal Delivery
5. GIS Data Release
6. What is New / Different?
7. Highlights of Scope of Services
8. Evaluation and Selection Criteria
9. Cost of Services
10. Project Delivery Schedule and Key Milestones

Introductions and Meeting Purpose

Introductions

- City of Toronto PMMD: Aimee Yang – Senior Buyer
- City of Toronto ECS: Kirill Cheiko – Senior Engineer
Grace Tesa – Senior PM
Carolina Santamaria Garcia – Project Manager
- City of Toronto TW: Thomas Dole – Senior Engineer
David Kellershohn - Manager

Purpose of the Meeting

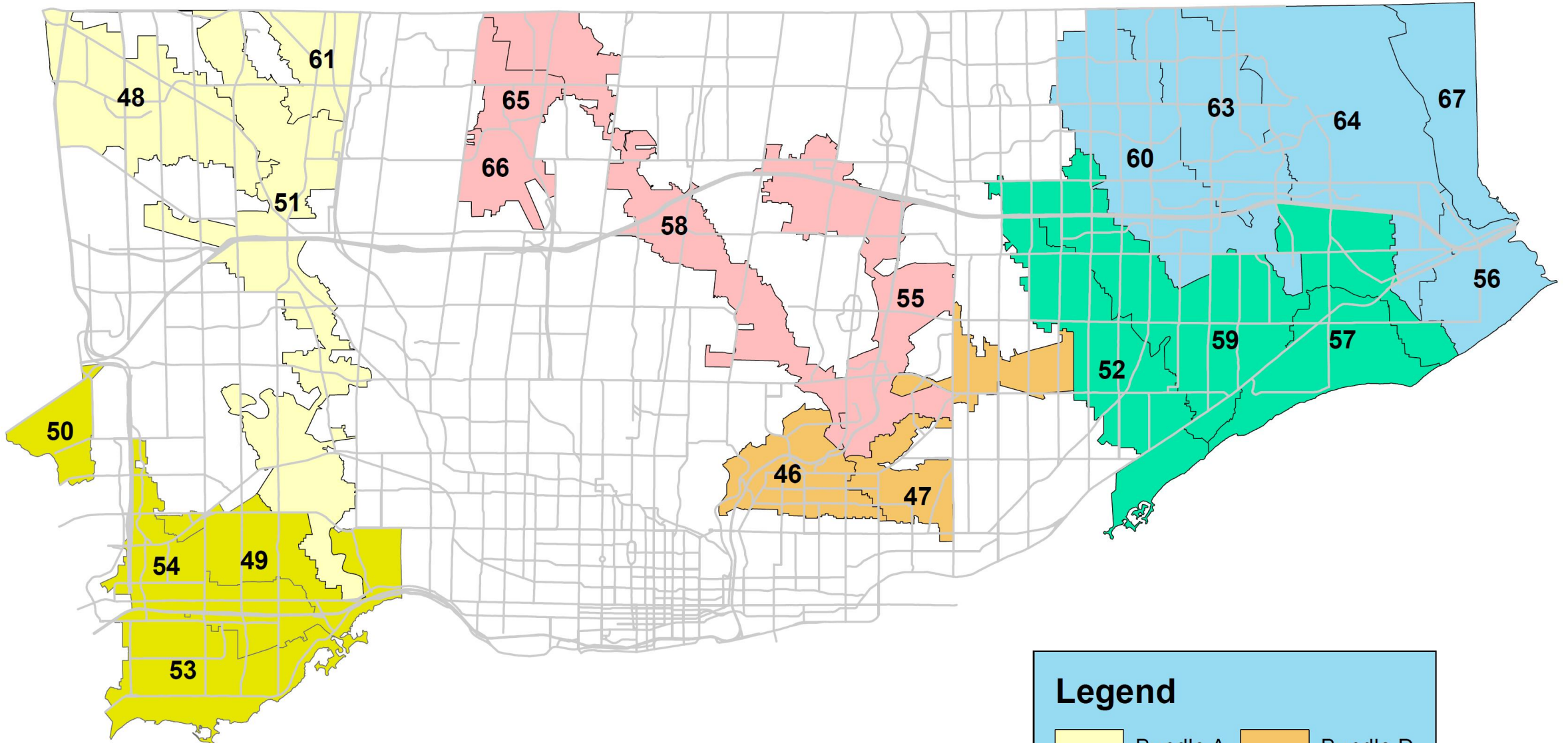
- Overview of the RFP and the Project
- Highlight Changes from recent Basement Flooding Remediation Class EA RFPs
- Address Minor Questions

Purpose and Organization of RFP





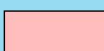

- Provision of engineering services for the undertaking of capacity assessment studies (study component) and preliminary design (preliminary design component) for Study Areas 46 to 61, and 63 to 67 of the Basement Flooding Protection Program (BFPP).
- The capacity assessment studies (study component) require;
 - i. The development of a study report for each Study Area
 - ii. The recommendation of Solutions to increase the capacity of municipal underground and overland drainage systems.
- The primary focus is to accelerate the implementation of Schedule A/A+ Assignments. Provisional allowance for undertaking smaller-scale Schedule B/C projects is included.

Purpose and Organization of RFP

- The RFP has been structured to reflect schedule as a primary driver of the program.
- Preliminary Designs would follow the identification of recommended solutions, and can be initiated in parallel with some parts of the study component.
- The City intends to award the Study Areas in Bundles of Study Areas rather than individually, with one bundle per successful Proponent. A maximum of one (1) successful Proponent may be awarded a second Bundle of Study Areas, if sufficient available resources are demonstrated.



Legend

	Bundle A		Bundle D
	Bundle B		Bundle E
	Bundle C		Bundle F

Purpose and Organization of RFP

Organization of RFP

- Section 1 – General Information
- Section 2 – Scope of Work
- Section 3 – Proposal Submission
- Section 4 – Proposal Evaluation and Selection
- Section 5 – Cost of Services
- Section 6 – City Responsibilities
- Section 7 – References
- Section 8 – Appendices (A – F)

RFP Timeline, Questions, and Addenda

RFP Time line

- RFP Issued: January 23, 2019
- Information Meeting: February 8, 2019
- Deadline for Questions: March 13, 2019 at 12:00 noon (local time)
- Closing Deadline: March 27, 2019

Questions concerning this RFP

- All questions concerning this RFP should be formally submitted in writing to Aimee Yang at Aimee.Yang@toronto.ca
- Questions will be accepted until the deadline for questions
- Responses will be issued via addenda to the RFP

Addenda

- Any revisions to the RFP will be done by Addendum
- Addenda will be posted electronically on the City's website
- Proponents must acknowledge receipt of all Addenda within Mandatory Form 1

Proposal Delivery

Proposals must be delivered no later than the closing deadline to:

Chief Purchasing Officer,
Purchasing and Materials Management Division,
18th Floor, West Tower - City Hall, 100 Queen Street West,
TORONTO, ON, M5H 2N2

GIS Data Release

- Request for Digital Data Legal Disclaimer Form
 - Must submit a completed and signed form to Aimee Yang prior to the end of this meeting.
 - Include email address of data recipient on submitted form.
- Included datasets
 - Study Area boundaries
 - Municipal storm, sanitary, and combined sewers (including trunk sewers);
 - Maintenance holes;
 - Catchbasins;
 - Watercourses;
 - Outfalls;
 - Large sewer chambers;
 - Pumps and pump stations;
 - Weirs;
 - Sewer Valves; and
 - Orifices

What is New / Different?

Capacity Assessment Study

- Phases 2 – 4 of the MEA process are not followed
- Study areas combined into bundles
- Public / stakeholder consultation on an as-needed basis

Streamlined Approach

- New focused approach for problem areas for field survey and additional data collection
- Conceptual design excluded. Preliminary design included as a provisional item
- Fewer Technical Memos
- PKDBS – database containing all of projects digital deliverables, including updated asset data, proposed solutions / assignments, models, reports, correspondence, and others
- Less Emphasis on Water Quality (Limited to F-5-5 review and green infrastructure identification)

What is New / Different?

Flow Monitoring

- Flow monitoring data is only available for some areas
- Rainfall / Flow monitoring for most Study Areas to begin at the outset of the Study phase and continue for 24 months (including “down” periods)

Modelling

- No calibration unless FM data for large events available
- Modelling guidelines – generally adhered to, but not the calibration threshold sections

What is New / Different?

Proposal Evaluation and Selection

- Technical evaluation is in stages considering total technical score, complexity score and capacity score
- COS score is an average of Bundles A - E COS
- Bundle F has a separate COS envelope / score
- Aim of Selection Committee is to select five (5) Vendors and award six (6) Bundles
- The City may opt to award a second Bundle (Bundle F) to one of the five Vendors
- Proponents have to clearly state their interest in bidding for a second Bundle

What is New / Different?

Cost of Services and Payment

- Lump sum basis per milestone/ deliverable (e.g., TM#1, PDR, Drawings)
- Payments issued based on a Consultant developed and City approved fee payment schedule
- Payments limited to a maximum 80% of task value until receipt of draft deliverable and 100% upon receipt of final deliverable
- Preliminary design lump sum value based on a fee percentage of Maximum Construction Cost (MCC)

Highlights of Scope of Services

Base Scope of Work – Key Items:

- **Tech Memo #1**
 - Identify Flood Clusters (priority areas) within the Study Areas by performing a ramped analysis of the sewer network, analysis of the overland drainage network, historical basement flooding complaints and questionnaire results. Determine, summarize and categorize the cause(s) of basement flooding and surface flooding for the Flood Clusters
 - Review and analyze the existing flow monitoring
 - Prepare additional data collection plan and field survey plan for the Flood Clusters
 - Develop a Flow and Rain Monitoring Plan for the Flood Clusters where necessary
 - Undertake Subsurface Soil and Groundwater Assessment

Highlights of Scope of Services

Base Scope of Work – Key Items:

- **Tech Memo #2**
 - Undertake the field survey and additional data collection per the work plan developed as part of TM#1
 - Develop an H&H model for all system types following the current modelling guidelines (2014)
- **Tech Memo #3**
 - Develop and evaluate all reasonable Solutions and ensure that recommended Solutions are technically feasible and implementable in terms of constructability and land ownership and/or easement needs
 - Evaluate Combined Sewer Overflows (CSOs) for F-5-5 compliance
 - Prepare a constructability report
 - Undertake Stage 1 Archeological and Cultural heritage investigation
 - Prepare cost estimates for all recommended Solutions using the Cost Estimating Tool

Highlights of Scope of Services

Base Scope of Work – Key Items:

- **Tech Memo #4**
 - Develop the preliminary design scope for the BFPP Assignments and Additional works
 - Additional works include coincident Toronto Water works that are in the City's 5-year Capital Plan geodatabase and Consultant identified state of good repair (SOGR) works based on cross-sectional area loss that is equal to or greater than 10% within 200 meters downstream of the BFPP Assignments
 - Identify the Municipal Class Environmental Assessment Schedule (i.e., A, A+, B or C) for the BFPP Assignments
 - Undertake the cost per benefitting property analysis for the BFPP Assignments
 - Prepare Scope Management Documents
 - Determine the relative priority for completing the preliminary design of BFPP Assignments and Additional works

Highlights of Scope of Services

Provisional Allowances/Items – Key Items:

- **Tech Memo #5**
 - Review and analyse rainfall and flow monitoring data collected during the study component
 - Identify suitable events for model calibration
- **Preliminary Design**
 - Data collection
 - Additional background data
 - Field survey
 - Request, review and rationalize utility records from the City and Utility Companies
 - SUE Level B
 - Geotechnical and hydrogeological investigation
 - Arborist survey and report
 - Engineering Survey (Topo)
 - Archaeological Study (Stage II) and/or Cultural Heritage Resource assessments where required

Highlights of Scope of Services

Provisional Allowances/Items – Key Items:

- **Preliminary Design**

- Additional modelling (changes due to surveys, staging analysis, inlet location/quantity refinement, sensitivity analysis, validation against extreme events captured during Study's flow monitoring)
- Preliminary design report (~3 expected per Study Area)
 - Coordinate with stakeholders to establish a coordinated scope
 - Complete and submit a preliminary design report
 - Update cost estimates and CPBP calculations
 - Identification of Approvals/Permitting requirements
- Prepare 30% design drawings
- Design of green infrastructure, such as bio-retention, for suitable areas within the Assignments extents

Evaluation and Selection Criteria

Table 4.1 – Proposal Evaluation Form

Stage 1. MANDATORY SUBMISSION REQUIREMENTS PASS/FAIL		
Mandatory Proposal Requirements (S 3.2) PASS _____ FAIL _____		
Stage 2. TECHNICAL PROPOSAL EVALUATION (Refer to S 3.4)		
Evaluation Criteria	Available Points	Proponent's Points
A. Proponent's Profile & Corporate Experience	10	
B. Organization Chart and Project Team	25	
C. Project Understanding and Approach	20	
D. Schedule and Time-Task Breakdown	15	
E. Innovation and Value Added	10	
F. Proposal Organization and Quality	5	
Stage 3. INTERVIEW (If applicable)		
Should an interview be scheduled, the interview will be used to clarify potential issues and adjust, if necessary, Proponent's scores assigned under the Stage above.		
Sub-total	85.0	
Stage 4. COST OF SERVICES PROPOSAL EVALUATION (Refer to S. 5)		
Formula: [lowest Bundles A-E average proposal cost divided by Proponent's Bundles A-E average proposal cost] x 15	15.0	
Total	100.0	

- Single Technical Score for Bundles A - E
- Average Cost of Services Score for Bundles A - E
- Complexity Score based on Criteria B and C. Complexity Ranking:
 - Bundle D: Study Areas 46 and 47
 - Bundle A: Study Areas 48, 51 and 61
 - Bundle B: Study Areas 49, 50, 53, and 54
 - Bundle E: Study Areas 52, 57 and 59
 - Bundle C: Study Areas 55, 58, 65 and 66
- Minimum Score requirements to move to next Stage of Evaluation
- Bundle F is a “secondary” Bundle

Evaluation and Selection Criteria

Table 4.2 – Capacity Evaluation Form

Stage 1. TECHNICAL PROPOSAL EVALUATION FOR PROPONENT CAPACITY (Refer to S 3.4)		
Evaluation Criteria	Available Points	Proponent's Points
A. Organization Chart and Project Team	12	
B. Project Understanding and Approach	12	
C. Schedule and Time-Task Breakdown (See Note A)	18.5	
Sub-total	42.5	
Stage 2. COST OF SERVICES PROPOSAL EVALUATION (Refer to S 5)		
Formula: [lowest Bundle F proposal cost divided by Proponent's Bundle F proposal cost] x 7.5	7.5	
Total Capacity Score	50	
<p>Note:</p> <p>A The Schedule and Time-Task Breakdown under Evaluation Criteria C refers to the second Time-Task Breakdown required for consideration for Bundle F as a second Bundle. Refer to Section 3.4.8.m.</p>		

Cost of Services

- Proponents must submit one (1) Cost of Services for each Bundle A – E
- Cost of Services for Bundle F is optional
- Tables 5.1 A to F – Base Scope of Services for the Study
 - Lump sum upset limit for each deliverable
- Tables 5.2 A to F - Unit Price Provisional Items for the Study
 - Flow and Rainfall Monitoring for City defined quantities which varies by Bundle
- Table 5.3 A to F – Provisional Items for Preliminary Design
 - Preliminary Design is based on fee percentage of Maximum Construction Cost which varies by Bundle
 - Provisional Items based on Bidder's Cost
- Table 5.4 A to F – Provisional Cash Allowance for Study and Preliminary Design
 - City defined allowances which varies by Bundle
- Table 5.5 A to F – Total Upset Fee Limit
 - Line items 1 – 4 used to establish the Cost of Services Score
- Costs for Alternative/Innovative Approaches to be provided separately

Project Delivery Schedule and Key Milestones

- The overall duration of the Project is expected to be 42 months (including study and pre-design components)
- The estimated award date based on the March 27, 2019 closing is end of June, 2019 plus or minus 4 weeks
- Monthly Project Updates (Reports) which include schedule variance chart
- Four + one TMs for each Study Area within each bundle. Final paper copies are to be submitted with the final study report.
- Approximately three PDRs per Study Area. Each PDR may contain multiple Schedule A/A+ assignments. Each assignment classified as Schedule B or C shall have a separate PDR.