

Grand River Conservation Authority

Report number: GM-09-23-65

Date: September 22, 2023

To: Members of the Grand River Conservation Authority

Subject: Water Control Structures Asset Management Plan Consulting Contract

Recommendation:

THAT the Grand River Conservation Authority accept the proposal from Hatch Ltd. to carry out engineering consulting services to complete the Water Control Structures Asset Management Plan up to the amount of \$197,240 excluding HST.

AND THAT an overall project budget of \$216,964 be approved for this project.

Summary:

Not applicable

Report:

Under *Ontario Regulation 686/21- Mandatory Programs and Services*, the Grand River Conservation Authority (GRCA) is required to complete an asset management plan to support the mandatory programs and services for flood control, low flow augmentation and erosion control infrastructure.

An asset management plan will be prepared for eight (8) flood control and/or flow augmentation dams (including 7 large dams), and six dike and floodwall systems. This includes completing condition assessments for the eight (8) dams. To complete the plan within the required timelines, and to utilize expertise outside of the GRCA, an external consultant will be engaged.

The plan will provide clear documentation and support for the decision-making process for prioritizing maintenance and managing the water control infrastructure assets. The plan will assist the GRCA in deciding when and how much will be required to invest in existing water control infrastructure assets to maintain the required level of service.

The Consultant hired to prepare the asset management plan will be required to:

- Describe the required levels of service for each water control structure.
- Document the GRCA's risk management strategy with respect to dam and dike safety management.
- Update the existing inventory of dam and dike components to be included in the asset management plan.
- Complete condition assessments for eight (8) dams (7 large dams and 1 flow augmentation dam), including the expected service life and estimated remaining life, replacement value, and risk and consequences of failure.
- Develop a template to monitor the asset management plan for future modifications and improvement.

A Request for Proposals (RFP) outlining the tasks described above was publicly advertised on the Biddingo electronic procurement website. There were 23 registered document takers and four proposals received. The proposal costs are summarized below in Table 1.

Table 1: Request for Proposal Results

Consultant	Cost (HST excluded)
GHD Limited	\$140,399
Stantec Consulting Ltd.	\$143,611
KGS Group	\$199,982
Hatch Ltd.	\$197,240

A committee consisting of the Deputy Chief Administrative Officer/Secretary-Treasurer, Manager of Water Infrastructure, Infrastructure Engineer and Engineering Project Advisor participated in the proposal evaluations. The proposals were evaluated using weighted criteria including:

- Qualifications and experience of the firm, project manager, and team (25%)
- Understanding, approach and methods to providing the service, including detailed work plan (30%)
- Commitment to the timelines provided by the GRCA and ability to complete the project within the required timeline (25%)
- Detailed budget including a time/task matrix indicating costs and allocated hours for individual team members (20%)

The ranked order of the evaluation are shown in Table 2.

Table 2: Proposal Evaluation Results

Rank	Company
1	Hatch Ltd.
2	Stantec Consulting Ltd.
3	KGS Group
4	GHD Limited

The Selection Committee recommends retaining Hatch Ltd for the project. Strengths of the Hatch proposal include a team of experienced dam industry professionals who have demonstrated their expertise in working with the GRCA's dams and similar structures nationwide. The Hatch proposal outlines a thorough understanding of the needs of this plan and an appropriate level of effort. The proposal evaluation team is confident that the resulting asset management plan will effectively support the GRCA's dam safety management program. Hatch's proposed approach and experienced project team members will be important in the critical project component of preparing dam condition assessments

The Project budget detailed in Table 3 below includes a 10% contingency of \$19,724 for potential additional project team meetings, additional analysis and/or tasks to be undertaken by Hatch Ltd. as deemed necessary.

Table 2: Project Budget

Consultant Contract	\$197,240
Contingency (10% of Consultant Contract)	\$19,724
Total Project Budget	\$216,964

Financial Implications:

The Water Control Structures Asset Management Plan is anticipated to have a total budget of \$216,964. Funds will be drawn from the Land Sale Reserve.

Other Department Considerations:

Staff from the Water Infrastructure Department will lead project management and technical input. Staff from Conservation Area Operations, Accounting and Information Systems will support the completion of the Water Control Structures Asset Management Plan.

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Approved by:

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