



STAFF REPORT ACTION REQUIRED

Contract Award – Request for Proposal No. 9117-15-7122 Engineering Services for the Detailed Design, Services During Construction, and Post-Construction Services for an Integrated Pumping Station at the Ashbridges Bay Treatment Plant

Date:	September 25, 2015
To:	Public Works & Infrastructure Committee
From:	Executive Director, Engineering & Construction Services Director, Purchasing & Materials Management Division
Wards:	All
Reference Number:	P:\2015\Cluster B\TEC\PW15063 (AFS#21779)

SUMMARY

The purpose of this report is to advise of the results of Request for Proposal (RFP) No. 9117-15-7122 for the Provision of Professional Engineering Services for the Detailed Design, Services during Construction, and Post-Construction Services for a new Integrated Pumping Station (IPS) at the Ashbridges Bay Treatment Plant (ABTP) and to request authority to enter into agreements with Black & Veatch Canada Company, being the highest overall scoring proponent meeting the proposal requirements.

RECOMMENDATIONS

The Executive Director of Engineering & Construction Services and the Director of Purchasing & Materials Management recommend that:

1. The Public Works & Infrastructure Committee, in accordance with Section 195-14C of Toronto Municipal Code Chapter 195 (Purchasing By-Law) grant authority to the Executive Director, Engineering & Construction Services, to negotiate and execute agreements with Black & Veatch Canada Company, being the highest scoring proponent meeting the requirements of RFP No. 9117-15-7122, to provide professional engineering

services for the Project Management, Preliminary Design and Detailed Design, Services during Construction and Post Construction Services for an Integrated Pumping Station in the amount of \$51,237,492.00 net of HST (\$52,139,271.80 net of HST recoveries), including disbursements, provisional allowances and contingencies, where the agreements are established by major task categories as follows:

- a) For the project management, document management system costs, contractor industry consultation and general administration as well as the feasibility assessment work in the amount of \$7,129,719.50 net of HST, including labour, disbursements, provisional allowances and contingencies. This amount includes a contingency allowance of \$339,510.50 net of HST, for additional services, if necessary and authorized by the Executive Director, Engineering & Construction Services.
- b) For the preliminary design and detailed design of the Integrated Pumping Station in the amount of \$17,817,350.10 net of HST, including labour, disbursements, provisional allowances and contingencies. This amount includes a contingency allowance of \$1,619,759.10 net of HST, for additional services, if necessary and authorized by the Executive Director, Engineering & Construction Services.
- c) For services during construction of the Integrated Pumping Station including site supervision for all stages of construction and activities associated with commissioning, training, as-built documentation, and Operations and Maintenance manuals in the amount of \$26,197,452.60 net HST, including labour, disbursements, provisional allowances and contingencies. This amount includes a contingency allowance of \$2,381,586.60 net of HST, for additional services, if necessary and authorized by the Executive Director, Engineering & Construction Services.
- d) For post-construction services, upon completion of construction of the Integrated Pumping Station, in the amount of \$92,969.80 net of HST, including labour, disbursements and provisional allowances. This amount includes a contingency allowance of \$8,451.80 net of HST, for additional services, if necessary and authorized by the Executive Director, Engineering & Construction Services.
- e) For each of a), b), c) and d), all agreements are to be in accordance with the terms and conditions as set out in the RFP and any other terms and conditions satisfactory to the Executive Director, Engineering & Construction Services, in a form satisfactory to the City Solicitor, and the services and dollar amounts set out to be executed as four (4) distinct consulting agreements and the issuance of four (4) Purchase Orders.

Financial Impact

The total contract award recommended in this report is \$57,898,365.90 including HST and all applicable charges. This represents a total cost to the City of \$52,139,271.80 net of HST recoveries.

Funding for this contract award is included in Toronto Water's Approved 2015 Capital Budget and 2016-2024 Approved Capital Plan for the Integrated Pumping Station under Account No. CWW040-02, with forecast expenditures as shown in the table below (net of HST recoveries).

Year	Funding Details	Year	Funding Details
2015	\$1,200,000	2020	\$6,000,000
2016	\$9,046,423.90	2021	\$5,000,000
2017	\$6,846,423.90	2022	\$4,000,000
2018	\$9,046,423.90	2023	\$4,500,000
2019	\$6,000,000	2024	\$500,000

The Deputy City Manager & Chief Financial Officer has reviewed this report and agrees with the financial impact information.

DECISION HISTORY

On December 16, 2010, the Director of Purchasing and Materials Management recommended Bid Committee be granted authority to award the Ashbridges Bay Treatment Plant M&T Pumping Station Upgrades project to Black & Veatch Canada Company including scope to investigate a new pumping station to replace the M&T Pumping Stations. A copy of the Decision Document can be found at:

<http://www.toronto.ca/legdocs/mmis/2011/bd/bgrd/backgroundfile-34619.pdf>

At its meeting of September 7, 2011, the Public Works & Infrastructure Committee requested that the General Manager, Toronto Water, finalize the Environmental Study Report for the Don River and Central Waterfront Class Environmental Assessment and submit it to the Ontario Ministry of the Environment (MOE) for the obligatory 30 day public review period under the Municipal Class Environmental Assessment process. The Committee also directed that, subject to receiving approval of the Environmental Assessment from the MOE, the General Manager, Toronto Water, proceed to undertake the detailed design of the first phase of the Project, which represents the twinning of the Coxwell Sanitary Trunk Sewer and associated wet weather flow pumping station (which is now known as the Integrated Pumping Station); and that the Chief Financial Officer report back on an implementation schedule and a long term funding model for the remaining elements of the plan. A copy of the Decision Document can be found at:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2011.PW7.6>

At its meeting of March 4, 2014, the Public Works & Infrastructure Committee approved the contract award for the Professional Engineering Services for the Design and

Construction Administration of the Wet Weather Flow System to Control Combined Sewer Overflow (CSO) Discharges to the Don River and Central Waterfront, including the Coxwell Sanitary Trunk Sewer Bypass Tunnel. A copy of the Decision Document can be found at:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2014.PW29.5>

At its meeting on May 7, 2013, City Council adopted the Toronto Social Procurement Framework, a plan for developing a Social Procurement Policy for the City of Toronto. A copy of the Decision Document can be found at:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2013.EX31.11>

BACKGROUND

A new Integrated Pumping Station is required to address critical sanitary sewer infrastructure needs to service the Ashbridges Bay Treatment Plant, as well as to provide new pumping infrastructure for the wet weather flow collection and treatment systems associated with the Don River and Central Waterfront Project.

Ashbridges Bay Treatment Plant

Ashbridges Bay Treatment Plant (ABTP) is the largest and oldest of the City's four wastewater treatment plants operated by Toronto Water. The following presents a summary of key aspects of the facility:

- Began operation in 1910;
- Current secondary treatment capacity is 818,000 cubic metres per day;
- Serves a population of approximately 1.4 million;
- Situated on 40.5 hectares (100 acres), on the southeast corner of Lake Shore Boulevard East and Leslie Street; and
- Operates 24 hours a day, 7 days a week, 365 days per year.

The plant receives raw sewage from the M and T Building Pumping Stations (located north of Lake Shore Boulevard East – immediately north of the ABTP), and by gravity from the Coxwell Sanitary Trunk Sewer. The sewage flows to the Plant are approximately equally split between the two pumping stations combined, and the Coxwell Sanitary Trunk Sewer, respectively. The M Building Pumping Station was constructed in 1911 (over 100 years ago) and the T Building Pumping Station was constructed in 1970 (45 years ago).

M and T Pumping Stations

In 2009, a condition assessment study was undertaken at the M and T Pumping Stations (also referred to as M Building and T Building, respectively). The study found that both the M and T Pumping Stations are at the end of their service life and are out of compliance with current health and safety requirements. Critical upgrades are required at both stations, to existing pumping and mechanical equipment. A new electrical substation is also required to support the operation of the two stations.

In 2010, based on recommendations contained in the condition assessment study, the City retained an engineering consultant to undertake the preliminary engineering design for the upgrades identified at the two pumping stations.

As work on the preliminary design progressed, a review of options available to provide the necessary upgrades and address current operational constraints, and future operational needs at each pumping station was undertaken. The construction of a new integrated pumping station which would replace the two existing and separate pumping stations was one of the options considered and evaluated through a Schedule B Environmental Assessment. Based on an assessment of the options, this option was recommended as it provided:

- Lowest lifecycle costs compared with other options considered;
- Ease of constructability, including least impact to operations during construction;
- Improvements in security and ease of operation; and
- Ease of routine maintenance, complex maintenance and longer term equipment change-out.

Currently, there is also limited back-up power available at either station in the event of an electrical failure, which can lead to sewage backups and basement flooding upstream of the pumping stations; and therefore the installation of a more robust standby power system was also recommended.

Wet Weather Flows

In 2008, the Don and Central Waterfront Trunk Sewers and Combined Sewer Overflow (CSO) Control Strategy Municipal Class Environmental Assessment (also referred to as the Don River and Central Waterfront Project) was initiated to provide a comprehensive, systems integration approach to address the dry weather servicing and wet weather flow issues associated with combined sewer overflow discharges to the Don River and Inner Harbour. This project was identified as the most significant water quality improvement project within the City's Wet Weather Flow Master Plan, with the ultimate goal of improving water quality conditions and ecosystem health in the Don River and Central Waterfront area; and thereby advancing the delisting of Toronto as an International Joint Commission (IJC) designated Area of Concern in the Great Lakes Basin.

In 2012, the Don River and Central Waterfront Municipal Class Environmental Assessment recommended construction of a new wet weather flow collection and storage system (Don River and Central Waterfront System) which would intercept CSO discharges from 50 outfalls, representing most of the remaining CSOs in the City. The preferred alternative includes an estimated 570,000 cubic metre storage system at the downstream end, which would be connected to a wet weather flow pumping station. The flows from the pumping station would be pumped to a dedicated high-rate treatment facility, including disinfection, prior to discharge to Lake Ontario. While the new pumping station and wet weather flow treatment facility would be located within the Ashbridges Bay Treatment Plant property, the wet weather flows would be directed away from the Treatment Plant to the dedicated wet weather flow, high-rate treatment facility. The Don River and Central Waterfront project is currently in the preliminary engineering design phase.

Integrated Pumping Station

Recognizing the need for two new pumping stations at the ABTP (one for dry weather sewage flows and the other for wet weather flows captured through the Don River and Central Waterfront System), a Schedule B Environmental Assessment was undertaken and consideration was given to five options to address the requirements which consisted of:

- i) Updating the M and T Pumping Stations and constructing a new wet weather flow pumping station;
- ii) Fully decommissioning M Pumping Station, incorporating the pumping requirements into an updated T Pumping Station and a new wet weather flow pumping station;
- iii) Replacing M and T Pumping Stations with one new pumping station, integrated a new wet weather flow pumping station located south of Lake Shore Boulevard East;
- iv) Replacing M and T Pumping Stations with one new pumping station integrated with a new wet weather flow pumping station located north of Lake Shore Boulevard East; and
- v) Replacing M and T Pumping Stations with one new pumping station, and constructing a new wet weather flow pumping station.

Options i) and ii) would require upgrading the existing M & T Pumping Stations and were deemed high risk, given the need to construct within the operational M and T Pumping Stations. Options iii), iv) and v) eliminate that risk, since construction would be done offline, and M & T Pumping Stations would remain in service until the new IPS was commissioned.

Of the options considered, option iii), the Integrated Pumping Station (IPS) south of the Lake Shore Boulevard East, was recommended for the following reasons:

- At an estimated construction cost of \$321 million, it represents the lowest cost option, approximately 10% less expensive than the other four options;
- Creates efficient operation for the sanitary sewage pumping needs for the Ashbridges Bay Treatment Plant and pumping needs for the wet weather flow storage system by incorporating the two systems into one integrated pumping station;
- Provides for optimization of design and integration of pumping requirements into one facility to reduce long term operational and maintenance costs;
- Provides for redundancy of pumping capacity for long term maintenance and pump repairs;
- Allows for pumping of sewage flows directly to the Ashbridges Bay Treatment Plant via the Don River and Central Waterfront System, when flows from the existing Coxwell Sanitary Trunk Sewer are diverted to the Don River and Central Waterfront

System during periods of inspection and maintenance of the Coxwell Sanitary Trunk Sewer;

- Provides for construction of the pumping station requirements on a smaller footprint area, making optimal use of limited space available south of Lake Shore Boulevard East on the ABTP site; and
- Offers a future opportunity for community use of the entire park site on the north side of Lake Shore Boulevard East, where M and T Pumping Stations currently reside. The pumping stations will be decommissioned as part of this project and could be removed or modified for other uses in the future.

The Schedule B Environmental Assessment recommended option iii) as described above and a preliminary engineering design report was prepared for a single pumping station, integrating the pumping requirements for dry weather sewage flows and wet weather flows captured through the Don River and Central Waterfront System. A detailed hydraulic analysis of existing sanitary trunk sewer flows and future wet weather flows to be routed to the new pumping station was undertaken to support the development of the preliminary engineering design. Various construction staging options were considered to ultimately reduce schedule and cost risk to the City. The report drew on this work and the vetting by the engineering consultant, with input from Toronto Water and Engineering & Construction Services staff, of several factors including consideration of various construction techniques; and construction contracting and staging options. The final report included: detailed design and construction requirements; project component costs; and a detailed preliminary construction schedule.

The associated multi-year cashflow requirements (estimated at \$325 million dollars) for the construction of the new facility were also incorporated in Toronto Water's approved 2015 Capital Budget and 2016-2024 Capital Plan.

Timely award of the contract for professional engineering services recommended in this report, also ensures key elements of the integrated pumping station design are incorporated in the detailed design of the Don River and Central Waterfront System, which is currently underway through a separate contract. This will also help ensure adherence to the Don River and Central Waterfront Project delivery, where the first phase includes construction of the bypass tunnel for the Coxwell Sanitary Trunk Sewer, arguably the most critical sanitary trunk sewer in the City, for which there is no redundancy or opportunity to by-pass in the event of failure.

COMMENTS

Schematics for the infrastructure associated with M and T Pumping Stations, and of the preliminary design layout for the IPS are included in Attachment 1 and Attachment 2, respectively. The new IPS will contain separate wet wells for sewage and wet weather flows from the Don River and Central Waterfront System. The Station will include two sets

of sanitary sewage pumps and one set of wet weather flow pumps. It will include a dedicated standby power facility, a new diversion chamber for the existing sanitary trunk sewers: Mid Toronto Interceptor, the Low Level Interceptor and the High Level Interceptor; new sewage conduits for those interceptors, a new screening building, a new distribution chamber to balance sewage flows to the downstream treatment processes at the Ashbridges Bay Treatment Plant; and backup capacity for sanitary sewage pumps in the event of failure and to provide for routine maintenance of those pumps in operation. The wet weather flow pumps will pump flows captured through the Don River and Central Waterfront System to a future high-rate treatment facility; and will provide bypass pumping capacity during inspection and maintenance of the Coxwell Sanitary Trunk Sewer when its flows are redirected to the Don River and Central Waterfront System. The two flow paths will be separated to ensure there is no routing of wet weather flows from the Don River and Central Waterfront System to the sanitary sewage received for treatment at the ABTP. The Station will be designed to provide for future servicing capacity for both sanitary sewage and wet weather flows.

The design of the complex pumping station, incorporating the elements noted above, within the existing challenging site conditions, and with the ultimate redirection of high sewage flows from large influent conduits to the treatment plant, requires a multidisciplinary team of highly experienced engineering experts. It is expected that more than 200 engineers and technical experts, will be drawn upon for the design of the station, with specializations in: the design and construction of large flow capacity and deep sanitary sewage pumping stations; project management for the delivery of large scale wastewater capital projects; complex geotechnical investigations; the design and construction of large diameter sewage tunnels in soft ground conditions; the design and planning for the redirection of high sewage flows from large diameter sewers; and the commissioning of deep sewage pumping stations.

Construction of the IPS is expected to commence in 2017 and will take several years to complete due to the depth of the excavation (extending an estimated 67 metres deep), complex construction staging requirements given the existing site constraints, and coordination for the redirection of and tying into large trunk sanitary sewers under existing high flow conditions. Site preparation and excavation, and tunneling for the new sanitary sewage interceptors is expected to be completed by 2021. The final construction and commissioning of the pumping station itself is expected to be completed in 2025.

As described above, significant effort has been taken to thoroughly and carefully examine the IPS concept to ensure it can be constructed according to the current needs, while ensuring that future servicing needs can also be met. The contract award recommended in this report, provides for the necessary engineering services from engineering design, through construction, to final commissioning of the new facility.

Request for Proposal

A Request for Proposal (RFP) was prepared by Engineering & Construction Services with Toronto Water, in conjunction with the Purchasing & Materials Management Division to procure the necessary professional engineering services including:

- 1) Project Management;
- 2) Preliminary and Detailed Design Services of the Integrated Pumping Station;
- 3) Site Inspection and Contract Administration services during construction for three construction contracts which are as follows:
 - a. Contract#1 - Site Preparation
 - b. Contract#2 - Tunneling and Shaft Excavation
 - c. Contract#3 – General Construction; and,
- 4) Post-Construction Services.

RFP 9117-15-7122 was issued by the PMMD on April 17, 2015, and was available for download in PDF format on the City's Internet website.

The RFP presented the scope of work and described the proposal evaluation process and criteria. The Fairness Monitor retained for the procurement process of this assignment by the City, PPI Consulting Ltd., oversaw the procurement process for RFP 9117-15-7122.

A voluntary information meeting was held on April 29, 2015 to which eleven (11) firms attended. A total of five (5) proposal submissions were received by the June 5, 2015 closing date from the following firms:

1. AECOM Canada Ltd.
2. Associated Engineering (Ont.) Ltd.
3. Black & Veatch Canada Company
4. CH2M Hill Canada Limited
5. Stantec Consulting Ltd.

All five (5) submissions complied with the mandatory RFP requirements, and all five (5) Technical Proposals were evaluated by a selection committee comprised of five (5) City staff from Engineering & Construction Services and Toronto Water. The proponents' Technical Proposals were first evaluated and scored independently, in accordance with the pre-established criteria and the RFP evaluation guide provided by PMMD specifically for this project. The scores were then jointly reviewed by all members of the selection committee under the guidance of PMMD and the Fairness Monitor.

Scores were assigned based on the content of the Technical Proposal as well as referenced appendices. The evaluation process consisted of four (4) stages:

- Stage 1: Mandatory Submission Requirements
- Stage 2: Technical Proposal Structure, Attributes and Contents
- Stage 3: Interview, and
- Stage 4: Cost of Services

A maximum of 75 points were allocated for the Technical Proposal, 10 points for the Interview and 15 points for the Cost of Services. The proposal evaluation process specified that only those proponents that passed the Technical Proposal would be called for an Interview. In addition, the envelope containing the Cost of Services proposal would not be opened and reviewed until the evaluation of the Technical Proposals and formal Interview were completed. A minimum threshold of 15 points (60%) was required within the Project Team, Experience and Structure Section of the Technical Proposal as well as a minimum threshold score of 45 points (60%) on the overall Technical Proposal was required in order for a proponent to be called for an Interview.

All five (5) proposals met the minimum threshold score and all proponents were invited for individual Interviews. All five (5) Interviews were evaluated by four (4) City staff from the original selection committee as one of the original five (5) committee members resigned from her position at the City prior to the Interview process. The scores for the Interviews were assigned based on the proponents' response to pre-defined questions. The total score for the Interview was combined with the score of the Technical Proposal.

All five (5) proposals exceeded the minimum combined score for the Technical Proposal and Interview and their Cost of Services envelopes were opened and scored in compliance with the criteria specified in the RFP. The Total Score was the sum of the Technical Proposal, Interview, and Cost of Services scores, and the proponent with the highest overall Total Score was ranked first.

On completion of the above process, Black & Veatch Canada Company was ranked first with the highest overall Total Score. The selection committee concluded that the proposal submitted by Black & Veatch Canada Company met the requirements of the RFP and demonstrated an appropriate level of effort and understanding of the requirements for the proposed project, along with a multi-disciplinary team of experienced subject matter experts who are needed to design and oversee the construction of this complex and specialized contract.

Proponent's scores and staff analysis of the evaluation results can be provided to Councillors in an in-camera presentation if requested by members of Council.

The Fair Wage Office has reported that the recommended firm has indicated that it has reviewed and understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Application of City's Social Procurement Policy

This RFP was selected by Engineering & Construction Services in consultation with the Purchasing & Materials Management Division and the Social Procurement working group, as a pilot project for the development of the Social Procurement Policy as directed by City Council in May 2013. The RFP included an opportunity for the proponents to submit a proposal related to workforce development. Black & Veatch Canada Company detailed a Workforce Development Plan (the Plan) that is aligned with the City's objectives and provides a good basis for working together towards successful Workforce Development outcomes within the Social Procurement framework. In particular, Black & Veatch Canada Company focused on a collaborative implementation of the Plan, local hiring from Neighbourhood Improvement Areas (NIAs), engagement with Social Purpose Enterprises for subcontracts, and the potential for trades/apprenticeship training projects, which have all been proposed as part of the Plan.

Fairness Monitor

The firm of PPI Consulting Ltd. was retained through a competitive bidding process to act as Fairness Monitor for both the RFI and RFP. The Fairness Monitor's scope of work included:

- Providing oversight on the procurement process for the purpose of ensuring adherence to high standard, objectivity of evaluation, and transparency.
- Addressing any concerns relating to accountability/fairness (monitoring the level of openness and competitiveness of the procurement process);
- Independent assurance of the integrity of the procurement process with a signed attestation statement;
- Preparing a Final Attestation Report for the City.

The Fairness Monitor concluded that the procurement process satisfied the principles of openness, fairness, consistency and transparency. The Attestation Report from the Fairness Monitor is included as Attachment 3.

CONTACTS

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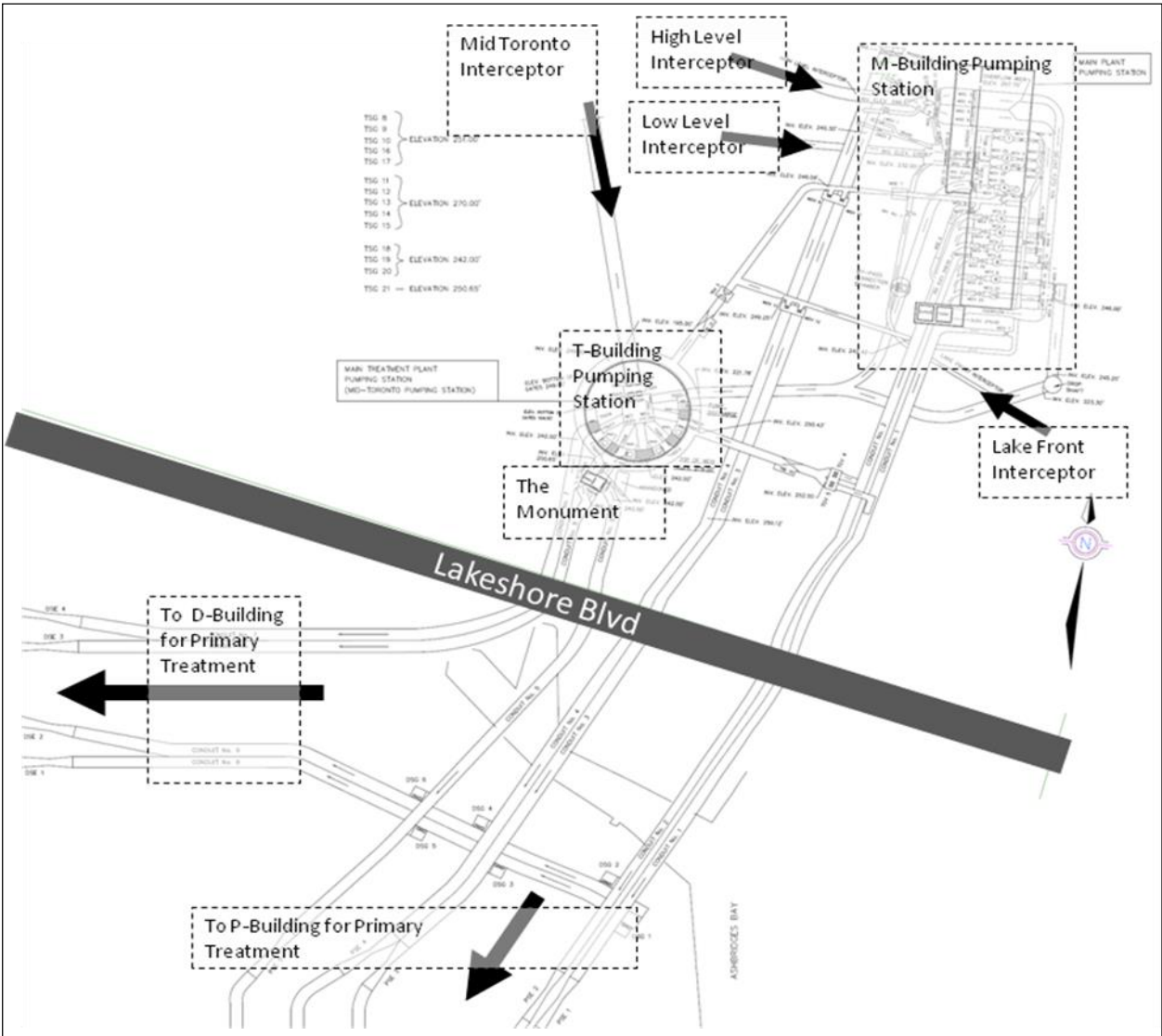
SIGNATURES

Michael D’Andrea, M.E.Sc., P.Eng.
Executive Director
Engineering & Construction Services

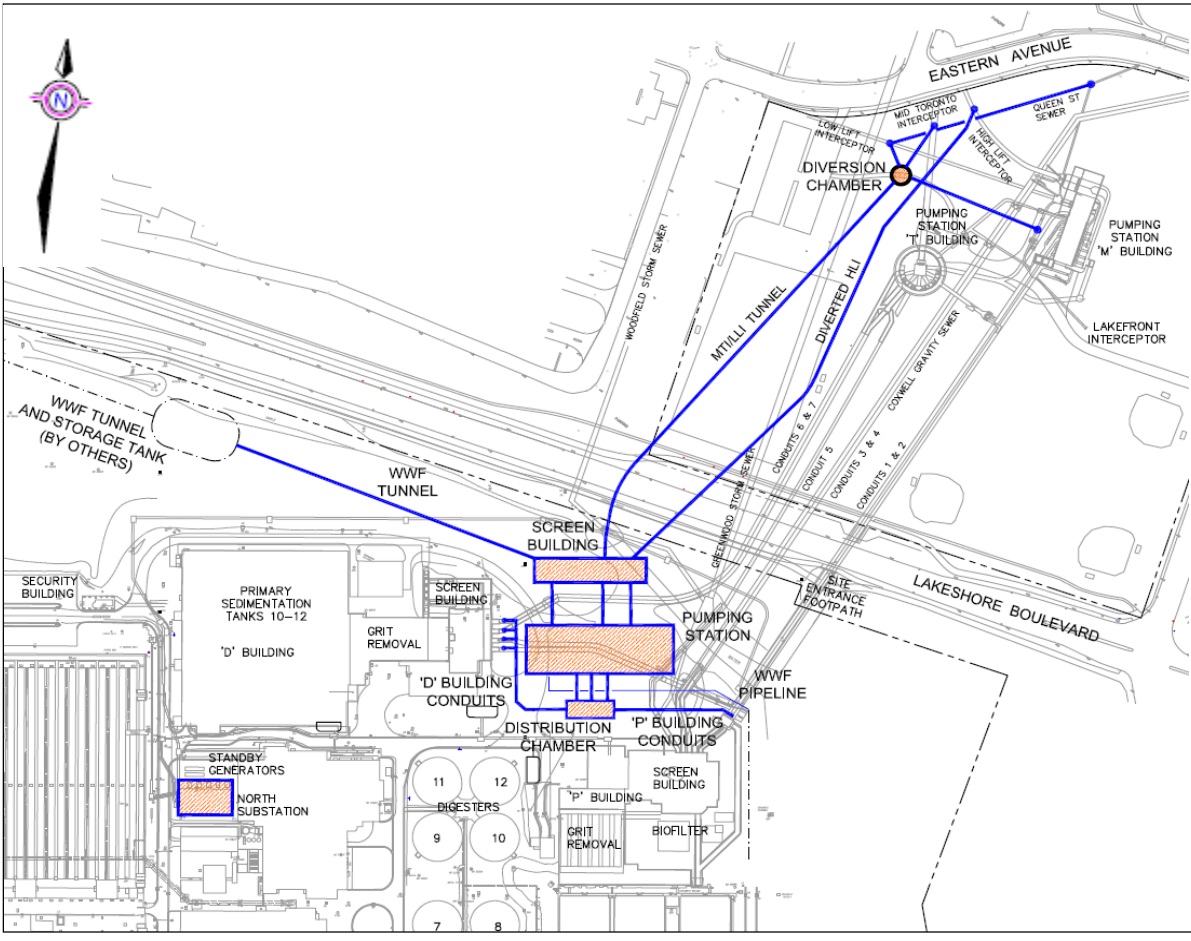
Michael Pacholok
Director
Purchasing & Materials Management

- Attachment 1 - Location of Existing M and T Pumping Stations and Influent Sewage Conduits
- Attachment 2 - Proposed Location of New Integrated Pumping Station with Influent Sewage and Wet Weather Flow Conduits
- Attachment 3 - Fairness Monitor Attestation Report

Attachment 1 – Location of Existing M and T Building Pumping Stations and Influent Sewage Conduits



Attachment 2 – Proposed Location of New Integrated Pumping Station with Influent Sewage and Wet Weather Flow Conduits



Attachment 3 - Fairness Monitor Attestation Report

Introduction

The purpose of the City of Toronto's (COT) Request for Proposal RFP #9117-15-7122 was to invite proposals for the provision of engineering services for the detailed design, services during construction, and post-construction services for an Integrated Pumping Station (IPS) at the Ashbridges Bay Treatment Plant (ABTP). The IPS will replace the existing M & T Pumping Stations (MTPS), which are located north of the main ABTP site at the corner of Eastern Avenue and Coxwell Street. The IPS will be located on the main ABTP site located at 9 Leslie Street. This work is part of the City's overall strategy to rehabilitate and modernize the aging infrastructure at ABTP.

In addition to replacing the capacity currently provided by MTPS, the IPS will also provide pumping capacity for a new wet weather flow (WWF) system, and, potentially, pumping capacity for a new Waterfront Sanitary Sewer (WSS). This additional capacity has been included in the IPS as an opportunity to integrate and optimize City infrastructure for capital and operational cost savings and efficiency of operation. The WWF tunnel and WSS are both under development by the City as separate projects.

The term of the agreement is intended to be for the duration of the project which the COT believes will be eight (8) years plus a two (2) year warranty period. The work described in the RFP was for a ten (10) year period.

PPI Consulting Limited (PPI) was engaged by COT as the Fairness Monitor for this project. PPI's participation was to ensure the integrity of the competitive procurement management practices and processes for the assurance of both the sponsoring organizations and the organizations community.

Danielle Sanagan was assigned as the Fairness Monitor by PPI Consulting Limited. She fulfilled this role from PPI's engagement on the project until completion of the procurement process. Justin Lau acted as the alternate Fairness Monitor and attended meetings in Danielle's absence.

Timetable

The following is a summary of key activities and dates:

Activity	Date
RFP Issued	April 17, 2015
Vendor Information meeting	April 29, 2015
Deadline for Final Submission for Proponent Questions	May 13, 2015
Deadline for issuance of Addenda	May 20, 2015
Extended Deadline for issuance of Addenda	May 27, 2015
Original Submission Deadline	May 29, 2015 12:00 noon (local Toronto time)
Extended Submission Deadline	June 5, 2015 12:00 noon (local Toronto time)
Evaluation of Requirements by Selection Committee	June 9 - 22, 2015
Rated Evaluation Consensus	June 23, 2015
Respondent Notified to Attend Interview	June 26, 2015
Interview	July 8, July 9, July 15, August 4, 2015
Contract Negotiation Period	Not yet completed.
Anticipated date to start the supply of Goods and/or Services	Not yet completed.

Fairness Activities, Observations and Findings

The following table summarizes the high level activities and our observations and findings as Fairness Monitor for this RFP process based on the deliverables outlined in the COT RFS.

Task	Supported Fairness
Addressing any concerns relating to accountability/fairness	Y
Independent assurance of integrity of the procurement process with a signed attest statement for the RFP.	Y
Review the RFP	Y
Review of Evaluation Criteria with respect to clarity and consistency.	Y
Oversee any questions, comments, or communications submitted by potential Proponents and review responses posted via Addendum.	Y
Attend Meetings Re: Evaluation Weightings and Criteria.	Y
Provide advice to the Selection Committee, Deputy City Manager and PMMD as requested.	Y
Attend Selection Committee evaluation sessions.	Y
Attend Proponent Interviews.	Y
Ensure that evaluation scores are accurate and documented methodology adhered to.	Y
Review evaluation results.	Y
Prepare a draft report	Y
Complete and distribute the Final Attest Report.	N/A
Attend debriefing sessions related to the RFP.	N/A
Assessing the procurement evaluation process to ensure integrity and fairness	Y
Advice on critical procurement considerations regarding the call documents including potential inconsistencies and review of the evaluation guide	Y
Verification of the roles, responsibilities, decision authorities, and reporting	Y
Ensuring that the evaluation team members understand their role in evaluation	Y

It is our professional opinion that the RFP process not yet including the debriefing process, including the evaluation of the proposals received in response to the Ashbridges Bay IPS RFP, that we observed, was carried out in a fair, open and transparent manner.
