



REPORT FOR ACTION

Request for Proposal No. 2022-CS-VAR-1040.32.1 - EV Detailed Design Consultant Contract Award

Date: February 4, 2022

To: Board of Directors, Toronto Parking Authority

From: President, Toronto Parking Authority

Wards: Ward 9, Davenport; Ward 10, Spadina-Fort York; Ward 11, University-Rosedale; Ward 12, Toronto-St. Paul's; Ward 13, Toronto Centre; Ward 14, Toronto-Danforth; Ward 15, Don Valley West; Ward 18, Willowdale; Ward 19, Beaches-East York; Ward 25, Scarborough-Rouge Park

SUMMARY

As the centrepiece of the Toronto Parking Authority's (TPA) strategic platform, Management is developing an Electric Vehicle (EV) Charging Program that will leverage its portfolio of 300+ off-street facilities and 20,000 on-street parking spaces to develop a public network of EV charging. EV charging services are a key component of TPA's transformation to a mobility provider, supports the City of Toronto's Net Zero Strategy and will support TPA's growth and financial returns over the long-term.

As part of Phase 1 of TPA's EV Charging Program, TPA is planning to install up to 500 EV chargers at nearly 30 centrally-located off-street parking facilities. This will represent the first phase of TPA's EV Charging Infrastructure Plan, which will see a comprehensive network of EV infrastructure constructed across TPA's portfolio of off-street and on-street parking.

Development of the Phase 1 EV Charging Program involves a number of workstreams that are being carried out in parallel to advance the work as quickly as possible. The workstreams include:

1. The development of an EV Charging Infrastructure Deployment Plan, which will identify where TPA should invest in EV charging infrastructure, as well as the type and number of chargers;
2. The completion of site readiness assessments, which will confirm the hydroelectric capacity available for the EV charging infrastructure; and

3. The completion of engineering design and tendering for the EV charging infrastructure to be installed, as well as, contract administration services for the actual installations carried out by others.

Workstream numbers 1 and 2 are both in progress and being developed with the support of external consulting services. The engineering design work in workstream number 3 will bring to fruition the development of a comprehensive tender package(s) for the construction and installation of EV chargers and any associated electrical infrastructure.

A Request for Proposals (RFP) for the required design consultant services was issued on January 7th, 2022. Six (6) proposals were received and six (6) were all deemed to be compliant.

In order to accelerate the completion of engineering design, TPA has structured the RFP to allow for two (2) separate consultants to be retained to complete the design, tendering and construction administration. These consultants will provide workplans and pricing for each site as information becomes available from Workstream 1 (the EV Charging Deployment Plan) and Workstream 2 (Site Readiness Assessments).

Based on a detailed evaluation of proposals received, TPA is recommending that the detailed design contracts be awarded to CIMA Canada Inc. and WSP Canada Inc., each with an upside limit of \$1,000,000 (excluding Harmonized Sales Tax (HST)). The funding is included in the 2022 Capital budget and 2023 – 2031 Capital Plan.

RECOMMENDATIONS

The President, Toronto Parking Authority recommends that:

- 1) The Board of Directors of Toronto Parking Authority provide authority to the President, Toronto Parking Authority, to award the Detailed Design Consultant Contract for RFP 2022-CS-VAR-1040.32.1, to CIMA Canada Inc., having submitted the highest scoring proposal and meeting all the requirements from the RFP, in the amount of \$1,000,000, excluding Harmonized Sales Tax. The funding is included in the 2022 Capital budget and 2023 – 2031 Capital Plan.
- 2) The Board of Directors of Toronto Parking Authority provide authority to the President, Toronto Parking Authority, to award the Detailed Design Consultant Contract for RFP 2022-CS-VAR-1040.32.1, to WSP Canada Inc. having submitted the second highest scoring proposal and meeting all the requirements from the RFP, in the amount of \$1,000,000, excluding Harmonized Sales Tax. The funding is included in the 2022 Capital budget and 2023 – 2031 Capital Plan.

FINANCIAL IMPACT

The amount to award this multi-year contract for the EV Detailed Design services is \$2,000,000, excluding HST (\$1,000,000 for each consultant).

Funding for the EV Detailed Design services is included in the approved TPA 2022 Capital Budget and 2023 – 2031 Capital Plan. The consultants will be retained through a multi-year contract with work extending through 2022, 2023 and 2024.

DECISION HISTORY

N/A

COMMENTS

As part of Phase 1 of TPA's EV Charging Program, TPA is planning to install up to 500 EV chargers at nearly 30 off-street locations. This will represent the first phase of TPA's Electric Vehicle Charging Infrastructure Plan which will see a comprehensive network of EV infrastructure constructed across TPA's portfolio of on-street and off-street parking.

To build this public charging network, TPA requires the assistance of consultant services to complete the design, tendering and construction administration. This design work will build off of work programs currently in progress related to both charging infrastructure deployment planning and site readiness assessments.

Development of the Phase 1 EV Charging Program involves a number of workstreams that are being carried out in parallel to advance the work as quickly as possible (see Table 1 below). The workstreams include:

1. Development of an EV Charging Infrastructure Deployment Plan –TPA is developing an EV Charging Infrastructure Plan that will identify where TPA should invest in EV charging infrastructure as well as the number/type of charging units. IBI Group was retained by TPA in December 2021 to assist with this work, which will be used to inform investments across future phases of TPA's EV Charging Program.
2. Site Readiness Assessments: WSP Canada was retained in December 2021 to provide the engineering services needed to confirm the hydroelectric capacity that is available at the Phase 1 EV Charging locations (e.g. 30 off-street locations). The site readiness assessments will inform the scope of engineering design to be completed through Workstream number 3.
3. Engineering Design, Tendering and Construction Administration Services: EV charging infrastructure to be installed, as well as, contract administration services for the actual installations carried out by others.

Table 1: EV Phase 1 Work Program (Up To 500 Charging Ports Across 30 Off-Street Facilities)

	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	2023	2024
EV Strategy and Deployment Plan (IBI Group) – Workstream 1							
EV Site Readiness Assessments (WSP) – Workstream 2							
EV Detailed Design (Vendors TBC Shortly) – Workstream 3							
EV Construction and Installation (Tender Q2 2022)							

A RFP for the consultant services needed to carry out Workstream number 3 was issued on January 7th, 2022, through an open invitation on MERX. Six (6) proposals were received and six (6) were all deemed to be compliant.

To ensure delivery of all design services within the required timeline, TPA structured the RFP to allow for the contract to be awarded to the two (2) highest scoring consultants. Each consultant will be required to submit detailed work plans to be reviewed and approved by TPA prior to proceeding with design packages for different sites. The consultants will be retained throughout 2022, 2023 and 2024.

The grading criteria in Table 2 was defined in the RFP and the technical scoring was completed by the TPA evaluation team.

Table 2: Evaluation Results

	Company	Phase 1: Mandatory Submission Requirements	Phase 2: Technical Submission Score (Out of 75)	Phase 2: Technical Submission Result	Phase 3: Financial Costs Score (Out of 25)	Total Score (Out of 100)
1	CIMA+	Passed	62.50	Passed	22.74	85.24
2	WSP	Passed	61.93	Passed	21.27	83.20
3	WalterFedy	Passed	56.27	Passed	21.18	77.44
4	RV Anderson	Passed	56.67	Passed	18.94	75.61
5	Ziyutec	Passed	38.13	Did not Pass	25.00	63.13
6	Dillon Consulting	Passed	42.43	Did not Pass	21.78	64.21

The recommendations are guided by the fee quoted, technical capabilities of the consultants, submission requirements, and acceptance of the terms and conditions noted in the RFP. Should TPA Board of Directors adopt the recommendations in this report, TPA will notify the consultants and proceed to the contract execution stage. Project initiation is expected by the last week of February 2022.

CONTACT

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SIGNATURE

W. Scott Collier, President
Toronto Parking Authority