



REPORT FOR ACTION

Contract Award: Consultant Services to Support Phase Two of Toronto Parking Authority's Electric Vehicle Charging Infrastructure Program

Date: May 11, 2022

To: Board of Directors, Toronto Parking Authority

From: President, Toronto Parking Authority

Wards: All

SUMMARY

The purpose of this report is to obtain authority from Toronto Parking Authority (TPA) Board of Directors to award two (2) contracts for the consultant services needed to advance Phase Two of TPA's Electric Vehicle (EV) Charging Infrastructure Program. TPA is proposing to retain the consultant services needed to support the completion of site assessments that will inform feasibility and cost, engineering designs and preparation of construction tenders and ultimately the contract administration services needed to manage construction of the EV charging infrastructure.

Phase Two of TPA's EV Charging Program will focus on assessing the feasibility of adding EV Charging Infrastructure at over 100 surface parking facilities. The location of the car parks has been identified through TPA's EV Charging Strategy and Deployment Plan and additional site assessments are now needed to assess the feasibility and opportunities at each of the sites based on available electrical capacity.

Surface parking facilities deemed feasible for EV infrastructure will proceed to the next phases of detailed design and tender preparation. Under the proposed awards, both consultants will also be available to provide contract administration services during the construction stage.

A Request for Proposals (RFP) for the consultant services was issued on March 18, 2022. Five (5) proposals were received and five (5) were all deemed to be compliant.

To ensure that there are sufficient resources available for the successful delivery of Phase Two of TPA's EV Charging Program, TPA structured the RFP to allow for two (2) separate consultants to be retained.

Based on a detailed evaluation of proposals received, TPA is recommending that multi-year contracts be awarded to CIMA Canada Inc. and WSP Canada Inc., each with an upside limit of \$1,500,000 (excluding Harmonized Sales Tax (HST)). Sufficient funding is included in the approved 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 Consultant Contract for RFP 2022-CS-VAR-1040.32.3, to CIMA Canada Inc., having submitted the highest scoring proposal and meeting all the requirements from the RFP, in the amount of \$1,500,000, excluding Harmonized Sales Tax. The funding is included in the 2022 – 2031 Capital Plan.
- 2) The Board of Directors of Toronto Parking Authority provide authority to the President, Toronto Parking Authority, to award the Consultant Contract for RFP 2022-CS-VAR-1040.32.3, to WSP Canada Inc. having submitted the second highest scoring proposal and meeting all the requirements from the RFP, in the amount of \$1,500,000, excluding Harmonized Sales Tax. The funding is included in the 2022 – 2031 Capital Plan.

FINANCIAL IMPACT

The contract value for this multi-year engagement is \$3,000,000, excluding HST (\$1,500,000 for each consultant). It is anticipated that a maximum of \$400,000 will be required in 2022 and that the balance of the contract value for this engagement will be dispersed across 2023, 2024 and 2025.

Funding for the EV Consultant Services is included in the approved TPA 2022 Capital Budget and 2023 – 2031 Capital Plan. TPA will adjust its proposed 2023 Capital Budget and 2024 – 2032 Plan to reflect the planned spend against these contracts.

TPA will be including the costs associated with these contracts in its application for funding that has been made available in 2022 through Natural Resources Canada's (NrCAN) Zero Emission Vehicle Infrastructure Program (ZEVIP). The RFP focusing on public places, on-street, multi-unit residential buildings, workplaces and vehicle fleets is now open and is closing on August 11, 2022. This RFP represents an incremental opportunity through ZEVIP that is over and above the funding request that TPA made in 2021.

DECISION HISTORY

At its meeting of February 18, 2022, TPA Board of Directors (Item PA28.8) authorized staff to enter into detailed design contracts with CIMA Canada Inc. and WSP Canada Inc., each with an upside limit of \$1,000,000 (excluding Harmonized Sales Tax (HST)) for consultant services to complete the design, tendering and construction administration of related to the installation of up to 500 EV chargers at nearly 30 TPA off-street locations. Further information about this report can be found at the link below: <http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2022.PA28.8>

COMMENTS

As part of Phase Two of TPA's EV Charging Program, TPA will be proceeding with consultant services to support the installation of EV chargers at over 100 off-street surface parking facilities. This work builds on Phase One of TPA's EV Charging Program, which will see a comprehensive network of EV infrastructure constructed across TPA's off-street garage parking facilities.

To build this expanded public charging network across TPA's surface parking facilities, TPA requires the assistance of consultant services to complete site assessments that will confirm the available electrical infrastructure for EV charging identified in TPA's EV Charging Deployment Plan. As well, a cost analysis will be undertaken to assist in decision-making to determine the suitability of EV Charging for each site. Where the feasibility of sites are confirmed, TPA will proceed to have engineering designs and tender packages prepared.

Table 1: Phase 2 of TPA’s Electric Vehicle Charging Infrastructure Program

	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	2023	2024
EV Charging Deployment Plan (IBI Group)							
EV Site Readiness Assessments (WSP & CIMA)							
EV Detailed Design (WSP & CIMA)							
EV Construction and Installation (Tendering & CA by WSP & CIMA)							

A RFP for the consultant services was issued on March 18th, 2022, through an open invitation on MERX. Five (5) proposals were received and five (5) were all deemed to be compliant.

In order to accelerate the completion of the work, TPA has structured the RFP to allow for two (2) separate consultants to be retained to complete the site assessments, design, tendering and construction administration. It is anticipated that the consultants will be retained from 2022 to 2025.

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 80)	Phase 2: Technical Submission Result	Phase 3: Financial Costs Score (Out of 20)	Total Score (Out of 100)
1 WSP Canada Inc.	Passed	68.10	Passed	14.30	82.40
2 CIMA Canada Inc.	Passed	64.30	Passed	15.47	79.77
3 IBI Group Professional Services (Canada) Inc.	Passed	62.80	Passed	16.53	79.33
4 Wood Environment & Infrastructure Solutions	Passed	57.90	Did not Pass	20.00	77.90
5 AECOM Canada Ltd.	Passed	55.40	Did not Pass	15.08	70.48

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 May 2022.

CONTACT

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SIGNATURE

W. Scott Collier, President
Toronto Parking Authority