

REGION OF OTTAWA-CARLETON

RÉGION D'OTTAWA-CARLETON

REPORT

RAPPORT

Our File/N/Réf. **50 06-00-0347-AA**
Your File/V/Réf.

DATE 13 September 2000

TO/DEST. Co-ordinator
Corporate Services and Economic Development Committee

FROM/EXP. Deputy Commissioner
Environment and Transportation Department

SUBJECT/OBJET **WORKING SAFELY ABOVE FLOOR LEVEL PROGRAM -
ROBERT O. PICKARD ENVIRONMENTAL CENTRE AND
PUMPING STATIONS, CONTRACT NO. WEPD00-78**

DEPARTMENTAL RECOMMENDATION

That the Corporate Services and Economic Development Committee and Council award Contract No. WEPD00-78 to Harmer Podolak Engineering Consultants Inc., Nepean, to conduct a condition inspection and develop an inspection and maintenance program for equipment and infrastructure used when working above floor level at 17 pumping stations and selected below ground level locations at the Robert O. Pickard Environmental Centre for a total contract provision of \$67,980.

BACKGROUND

In August 1999, a worker fell from a fixed roof access ladder at the Robert O. Pickard Environmental Centre. As a result, the Ministry of Labour issued Orders to the Region of Ottawa-Carleton to develop a Working Safely Above Floor Level Policy and Program for the Pickard Centre and to submit a Compliance Plan. The Water Environment Protection Division (WEPD) developed a Policy and Compliance Plan to address these Orders. WEPD also retained a consultant to conduct a condition assessment and to develop a maintenance and inspection program for all equipment and infrastructure used when working above floor level. This work is now complete and tenders are in preparation for repairs and replacements to correct the identified deficiencies.

The scope of the original consultant's contract was for the buildings and tunnels at the Pickard Centre. In order to complete the work required by the Compliance Plan a similar condition assessment and inspection and maintenance program development is required for the 17 pumping stations operated by WEPD and selected below ground structures at the Pickard Centre not included in the first contract.

As a result of this work, additional capital expenditures may need to be incurred to correct deficiencies. Additional work, if any, will be subject to a separate procurement process.

DISCUSSION

WEPD developed a terms of reference for the project and invited three structural engineering firms to respond to a Request for Proposal (RFP) as follows:

- Halsall Associates Limited – Ottawa, Ontario
- Harmer Podolak Engineering Consultants Inc. – Nepean, Ontario
- Totten Sims Hubicki Associates – Kanata, Ontario

Two proposals were received. Halsall Associates declined to respond as they felt they could not meet the timelines specified in the RFP. The proposals were evaluated based on the following six criteria:

- Resources and Experience of the Firm
- Experience, Qualifications and Availability of Team Members
- Understanding of Objectives
- Quality of Approach and Methodology
- Proposed Work Plan, Schedule and Level of Effort
- Price

Based on the evaluation criteria, the firm of Harmer Podolak Engineering Consultants Inc. was selected to perform the condition assessment and to develop the inspection and maintenance program. Harmer Podolak has an excellent understanding of the assignment, has qualified personnel with many years of experience in structural engineering, and has demonstrated their ability, through their proposal, to meet all the requirements of this assignment. Harmer Podolak also had the lowest cost of the proposals received.

CONSULTATION

No public consultation was required.

EXPENDITURE JUSTIFICATION

As a result of an accident at the Robert O. Pickard Environmental Centre, the Ministry of Labour issued Orders to develop a Compliance Plan addressing the safety of the equipment and infrastructure used when working above floor level. The contract currently under consideration is required to fulfill WEPD's obligations under the Compliance Plan provided to the Ministry of Labour.

The estimated fees of this contract is \$60,000, contingency of \$6,000 plus net 3% GST in the amount of \$1,980. A contingency has been included to address additional investigative / evaluation services resulting from the detection of structural or safety related deficiencies. The total contract provision amounts to \$67,980.

FINANCIAL STATEMENT AND APPROVAL

	\$
Approved Budget to Date	490,000
Total Paid and Committed	<u>(68,681)</u>
Balance Available	421,319
THIS REQUEST	<u>(67,980)</u>
Balance Remaining	<u><u>353,339</u></u>

Funds in the amount of the total contract price of \$67,980 have been provided in the 2000 Capital Budget, Account No. 900260, WEPD Loss Control, (Reference Page No. 421), Purchase Requisition No. 10075121.

Approved by

Nancy B. Schepers, P. Eng.

DGT/dmt/bs