

Purchase Order Change Requests to Existing Contracts

1. 2018-RFP-41 St. Paul West CNR Bridge Replacement – Environmental Assessment and Design RFP

Request: Additional design supporting property acquisition, utility relocation, and heritage consultation with the City of St. Catharines

Consultant: Associated Engineering

Purchase Order Number: 0000052177

Increase original contract amount of \$318,466 (excl. HST) by \$2,800 for a new total of \$321,266.

Rationale for Increase

The request is for an extension to an existing contract.

Associated Engineering (AE) was retained through a competitive bidding process under Request for Proposal 2018-RFP-41. The additional fees are required to provide presentation material to property owners showing access solutions to their properties after the new bridge has been constructed.

In order to avoid potential property acquisition, AE has determined what would be required to provide access to #96 and #98 St. Paul St. West. In order to show each property owner what their new access will look like, 3D renderings will be prepared. The renderings are required to support the Real Estate Officer's negotiations with the affected property owners.

The accumulated changes throughout the project, including the current change, to the original Purchase Order is \$119,972 as summarized below:

i. Monitoring Well decommissioning and Heritage Impact Assessment	\$11,760
ii. Additional Public Information Centre	\$7,640
iii. Additional scope relating to St. Catharines underground works ...	\$41,406
iv. Additional survey for property impacts	\$5,973
v. Additional Geotechnical review for consolidation testing	\$19,880
vi. Street lighting design	\$11,547
vii. design associated with property acquisition, intersection design, additional utility relocation coordination, and heritage consultation	\$18,966
viii. Access driveway rendering	\$2,800

Alternatives Reviewed

- (i) Do nothing – Unknown cost exposures likely to occur during construction since these issues would need to be addressed during construction.
- (ii) New procurement:
 - Increased cost due to additional surveying for access designs and procurement delays, and with coordination between assignments.
 - Increased risk exposure to the Region as a result of the lack of project specific knowledge and decisions.
 - Increase in timeline (three to four months project delay)
 - Not considered a viable alternative.
- (iii) Extend current assignment to cover the additional services:
 - Compatibility with existing service since there is consistent professional and technical knowledge with the current professional services contract.
 - Mitigates the risk/cost exposure resulting from conflicting information.

Recommendation by Transportation Services

Approval of additional fees to support property acquisition.

Purchase Order Requests for Approval

2. Request: Sole Source of Bale Wire

Supplier: Accent Wire Tie

Sole source purchase of three (3) 48,000 lbs loads of bale wire which is required for baling recyclable products being sold to end markets at a total estimated cost of \$177,120 based on current market pricing (exclusive of HST).

Rationale for Purchase

This request is for the approval for a sole source purchase of bale wire which is required to meet daily operational needs at the Recycling Centre. Bale wire is used to bale recyclable products sold to end markets. Without bale wire, the Recycling Centre would not be able to continue to process incoming recyclables.

Due to market value fluctuations of steel, the pricing of bale wire is determined at the time a load is ordered.

Alternatives Reviewed

- (i) Do nothing: Without bale wire, the Recycling Centre would not be able to continue to process incoming recyclables.

- (ii) Procurement strategy is under review: Over the past 2 ½ years, six (6) Request for Quotation's (RFQs) were issued. Historically, only one bidder consistently responded to the RFQ. In 2019 and part of 2020, staff single sourced the purchase of bale wire to one bidder due to tariffs that were imposed by US, which created a shortage of material in the marketplace. In the latter half of 2020 and early 2021, staff issued several RFQs to test the market. Again, the same one bidder responded. Staff are continuing to look for other suppliers that can meet the bale wire specifications and will revisit issuing RFQs in 2022.

Funding Source

Funds for purchasing bale wire are included in the annual operating budget for Recycling Plant Operations.