



THE REGIONAL MUNICIPALITY OF NIAGARA

REQUEST FOR PRE-QUALIFICATION (RFPQ) OF

**Water, Wastewater, Transportation, Waste Management &
Facilities Management Consulting Services**

DOCUMENT NUMBER 2017-RFPQ-03

ISSUE DATE: TUESDAY MARCH 7, 2017

CLOSING LOCATION:

CORPORATE SERVICES DEPARTMENT
THE REGIONAL MUNICIPALITY OF NIAGARA
CAMPBELL WEST BUILDING
1815 Sir Isaac Brock Way, THOROLD, ONTARIO, L2V 4T7
ATTENTION: IMRAN MASOOD

CLOSING DATE AND TIME:

FRIDAY MARCH 31, 2017

2:00 P.M. LOCAL TIME

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(All being part of this Request for Prequalification)

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1.0 INTRODUCTION

The Regional Municipality of Niagara (the “Region”) intends to pre-qualify consulting firms for the following sections: Water, Wastewater, Transportation, Waste Management & Facilities Management Consulting Services for 2017-2018.

Within these sections, the Region has broken down the requirement to twenty-four (24) distinct Categories. Ten (10) distinct Categories for Water and Wastewater, six (6) for Transportation, three (3) distinct Categories for Waste Management and five (5) distinct Categories for Facilities.

The Region’s 2017 Capital Budget which was approved by Regional Council has identified the need for improvements to the Region’s water and wastewater facilities and linear infrastructure including: watermains; sewage forcemains; gravity sewers; roads and bridges.

The Region wishes to invite any interested engineering consulting firms to submit a “Request for Pre-Qualification (RFPQ)” proposal for the provision of engineering consulting services for any Category they would like to be considered for.

Consultants interested in the provision of engineering consulting services must submit a RFPQ proposal for each Category they would like to be considered for, by the stipulated deadline date. Consultants may submit a proposal for each of the 24 categories.

Following the closing date, the Region will evaluate all proposals within a Category and upon completion of that evaluation the Region shall announce a Successful Roster Listing for each Category.

The Successful Roster Listing shall be utilized by Regional staff for projects as needed. Staff may utilize the list to issue Request for Quotes (RFQ), Request for Tenders (RFT), Request for Proposals (RFP) or direct award any assignment. All as prescribed by the Regions Procurement By-Law.

The Successful Roster Listing would be valid for Water, Wastewater, Transportation and Waste Management & Facilities Management Consulting Services projects in 2017-2018.

Request for Pre-qualification (RFPQ):

- 1.1 This Call for RFPQ is open to all to be considered for:

Interested party or parties should follow the details of this document closely when responding to this request.

- 1.2 This Call for RFPQ outlines the scope of the required work, responsibilities of the Proponents, requirements for the RFPQ submission, the selection process and related conditions and specifications. The Region reserves the right, in its sole discretion, to disqualify Proponents who fail to provide all mandatory information as required by this Call for RFPQ.

- 1.3. The information contained in the Call for RFPQ is intended to provide interested parties with a general overview of the work required.
- 1.4. Special accessibility accommodations and materials in alternative formats can be arranged by contacting the Niagara Region’s Accessibility Coordinator at 905-980-6000 ext. 3252 or accessibility@niagararegion.ca

2.0 SUMMARY AND SCOPE OF WORK

The Region intends to pre-qualify firms for Engineering/Consulting Services for the following sections: Water, Wastewater, Transportation, Waste Management & Facilities Management. These can further be broken down into twenty-four (24) categories which are illustrated in the below table.

Category Number	Category Name	Supported Documentation
1	Environmental Assessment Studies	APPENDIX 1
2	Water And Wastewater Treatment Facilities	APPENDIX 1
3	Sewage Pumping Stations	APPENDIX 1
4	Water Reservoirs	APPENDIX 1
5	Linear Infrastructure Including Gravity, Sewers, Forcemains, Watermains	APPENDIX 1
6	Contract Locator	APPENDIX 1
7	Subsurface Utility Engineering	APPENDIX 1
8	SCADA Integration	APPENDIX 1
9	Geotechnical/Hydrogeological	APPENDIX 1
10	Archeological	APPENDIX 1
11	Environmental Assessment And Preliminary Design – Roads	APPENDIX 2
12	Environmental Assessment And Preliminary Design – Bridges	APPENDIX 2
13	Environmental Assessment And Detailed Design – Roads	APPENDIX 2
14	Environmental Assessment And Detailed Design – Bridges	APPENDIX 2
15	Sub Consultant Services For In House Design Projects – Roads	APPENDIX 2
16	Transportation Planning, Transit, Traffic Engineering, Safety Projects	APPENDIX 2
17	Well Installation / Decommissioning	APPENDIX 3
18	Leachate Collection System Efficiency & Design	APPENDIX 3
19	SW Drainage Consultant	APPENDIX 3
20	Compliance	APPENDIX 4
21	Architectural Consulting Services	APPENDIX 4
22	Interior Design Services	APPENDIX 4

23	Roof Consulting Services	APPENDIX 4
24	Quantity Surveying and Cost Estimating Services	APPENDIX 4

A brief description of each individual project is also provided in **Appendices 1 through 4**. **The Region also reserves the right to undertake any of these projects internally based on available staff resources at the time of the project initiation.**

The Region reserves the right to complete any projects or assignments not referenced in the Appendices utilizing this RFPQ process.

3.0 REQUEST FOR PRE-QUALIFICATION (RFPQ) REQUIREMENTS

This Call for RFPQ has been designed to elicit pertinent data that will be used in evaluating each Proponent's ability and qualifications.

In the event that the Proponent has questions as to any terms, conditions or provisions of this Call for RFPQ, or the meaning or interpretation thereof, the Proponent may request information or clarification by submitting such requests, in writing, by fax or by e-mail to the following:

Imran Masood: – Purchasing Services
Email: Imran.Masood@niagararegion.ca
Phone: 905-980-6000 Ext. 3246
Fax: 905-682-8521

The Pre-qualification submission for each Category must include the following information:

1. A description of the firm's capabilities, size and complexity.
2. A list of projects of similar completed in the last 3 years, including details of project scope, construction value and date of completion; Project details are to be provided in detail in the Appendix for each of the projects with photos if applicable.
3. A list of key team members, outlining experience and role, with resumes in an Appendix. Key team members shall represent a broad range of skills based on the Category; such as civil, structural, treatment process, mechanical, electrical, instrumentation, geotechnical, hydrogeological and archaeological. Identification should be made by Proponents which services would be obtained via sub-consultants and/or sub-contractors. Resumes shall be a maximum of 3 pages per personnel. A project team organizational chart for each Category shall be provided in the Appendix.
4. A list of current projects and clients (municipal and private) preferably in the Niagara Region, and disclosures of a potential conflict of interest by a member of the consulting team; and
5. A list of recent clients (minimum 4) within the last 3 years of similar project scope, including contact name, title, telephone, fax and email address.

Each RFPQ submission will be evaluated based on the criteria and weighting factor as outlined in **Section 6: Evaluation of Submissions**

4.0 SUBMISSION REQUIREMENTS

The Proponent shall submit one (1) original and five (5) copies of the RFPQ for each category of interest.

RFPQ's are to be submitted in packages with the following information clearly marked on the outside of the package:

1. Title: Water, Wastewater, Transportation, Waste Management & Facilities Management Consulting Services
2. Title: 2017-RFPQ-03
3. Category "x"

Each RFPQ submission shall not exceed eight (8) pages per Category being proposed, single sided using Arial font size 11, excluding brochures, resumes, project team organizational charts, list of current projects and clients.

The Region may, in its sole discretion, disqualify Proponents who fail, in the opinion of the Region, to meet the requirements of the Call for RFPQ.

The Region reserves the right to revise this Call for RFPQ prior to the due date. Revisions shall be emailed and/or faxed to all potential Proponents who have received this RFPQ document. The Region reserves the right to extend the date by which the RFPQ's are due.

5.0 DATE AND PLACE FOR RECEIVING SUBMISSIONS

Submissions will be received by the Purchasing Office, Corporate Services Department, Regional Municipality of Niagara, Campbell West, 1815 Sir Isaac Brock Way, Thorold, Ontario, L2V 4T7, until 2:00 p.m. local time, Friday March 31, 2017.

No further information will be made available at that time.

The Region will not, under any circumstances, reimburse any Proponent for any costs associated with the preparation of the RFPQ.

6.0 EVALUATION OF SUBMISSIONS

All submissions within a distinct Category shall be evaluated against the below criteria and weighting.

Request for Pre-Qualification (RFPQ)
ENGINEERING/CONSULTING SERVICES

CRITERIA	WEIGHTING %	Points (1-10)	Weighted Points
Company Background <input type="checkbox"/> # of years in business <input type="checkbox"/> Company stability <input type="checkbox"/> Relevant resources	20%		
Relevant Experience on Similar Projects <input type="checkbox"/> # of similar successful projects completed <input type="checkbox"/> Company's experience on similar type of projects <input type="checkbox"/> Company's experience on similar type of projects with the Niagara Region <input type="checkbox"/> Past Performance on applicable Niagara Region Projects	40%		
Key Personnel – Experience and Qualifications <input type="checkbox"/> Relevant professional skills of Project Manager(s) and project support team <input type="checkbox"/> Relevant experience of Project Manager(s) and project support team <input type="checkbox"/> Responsiveness & Availability of Project Team <input type="checkbox"/> Resumes included, with Designations outlined	35%		
Capacity to Provide Resources <input type="checkbox"/> Current work load of Company and Key Personnel	5%		
TOTAL	100%		
BENCHMARK	80%		

7.0 PROCUREMENT BY-LAW

Submissions will be solicited, received, evaluated, accepted and processed in accordance with the Region's Procurement By-Law as amended from time to time. In submitting a response to this solicitation, the Bidder agrees and acknowledges that it has read and will be bound by the terms and conditions of the Region's Procurement By-law.

The Procurement By-Law can be viewed on the Region's website,

www.niagararegion.ca.

8.0 AWARD OF SUCCESSFUL

The Region will evaluate all submissions within each distinct Category based on the evaluation criteria set out in **Section 6: Evaluation of Submissions**. For each Category, all Proponents who meet a benchmark score of **80%** shall be awarded a place on the Regions successful roster list.

9.0 DEBRIEFING

After the selection has been made, an unsuccessful firm may request a debriefing session to discuss their submission by contacting Purchasing Services. Purchasing Services will co-ordinate the debriefing with the project manager depending on Category. The project manager will conduct a debriefing, by telephone, for the purpose of explaining the evaluation process, discussing only the firm's submission, its ranking, and explaining why they were not selected. The following is the Purchasing Services contact information:

Name: Imran Masood
Phone Number: 905-980-6000, Extension 3246

All other inquiries are to be in accordance to Clause 3, page 5

10.0 USE OF ROSTERED LIST

When a project or assignment is required, the Region will utilize the successful roster list to either solicit tenders, proposals or quotes from some or all of successful prequalified vendors, in accordance with the Region's Purchasing Policy.

The Region also reserves the right to direct award assignments to any successful prequalified vendor as prescribed in the Regions Purchasing Policy.

Please note, being awarded a spot on the successful prequalified roster list does not guarantee any firm any amount of work to be awarded through the term of this RFPQ.

11.0 FORM OF SUBMISSION FOR PROJECT

I/We the undersigned, having carefully examined all Sections of this Request for Pre-qualification does hereby affirm the acceptance of the requirements.

COMPANY:	CONTACT NAME:
(Must Show Correct Legal Company Name)	(please print)
ADDRESS:	SIGNATURE:
	(I/We have the authority to bind the Corporation)
	TITLE:
	WITNESS:
POSTAL CODE:	SIGNATURE:
TELEPHONE NUMBER:	TITLE:
FAX NUMBER:	DATE:
E-MAIL ADDRESS (Must supply if available):	

APPENDIX ONE (1)
WATER & WASTEWATER CATEGORIES

Our 2017 Capital Design Projects include Category 1, 2 & 4 projects only. Until the Region confirms the 2018 budget, the Region cannot confirm the project list but the list will most likely involve all categories.

CATEGORY 1 – Environmental Assessment Studies

- Bender Hill Sewage Pumping Station – A Class Environmental Study looking at the best solution for providing sanitary pumping for the City of Niagara Falls downtown tourist area including the possible relocation or expansion of the Bender Hill SPS

CATEGORY 2 – Water and Wastewater Treatment Facilities

- Decew WTP New Intake Channel
- Welland Water Treatment Plant Upgrade – Phase 2
- Stevensville-Douglastown Lagoon Upgrade
- Facility Roof Replacement/Rehabilitation Program
- Seaway Wastewater Treatment Plan Upgrades – Phase 2 Biosolids & Digestion

CATEGORY 3 – Sewage Pumping Stations

CATEGORY 4 – Water Reservoirs

- Virgil Elevated Water Tank – Corrosion Protection
- Deconstruction of the King Street Elevated Storage Tank

CATEGORY 5 – Linear Infrastructure Including Gravity, Sewers, Forcemains, Watermains

The below categories (6 through 10) will provide a short list to be used by the general consultants to provide background information during the design of the category projects.

CATEGORY 6 – Contractor Locator – See Further Information Below

CATEGORY 7 – Subsurface Utility Engineering – See Further Information Below

CATEGORY 8 – SCADA Integration

CATEGORY 9 – Geotechnical/Hydrogeological

- Geotechnical Investigations, Hydrogeological Investigations, Environmental/Chemical Analysis, QC/CA Testing, etc.

CATEGORY 10 – Archeological

- Phase 1, 2, 3, and 4 Assessments, Heritage/Cultural Assessments, etc.

Contract Locator Pre-Qualification

The Ontario Underground Infrastructure Notification System Act, 2012 (the “Act”) mandates that Ontario One Call (ON1Call) serve as the single point of contact for all underground utility locates requests in Ontario. The Act requires all owners and operators of underground infrastructure,

such as Niagara Region, to become members of ON1Call. To comply with the terms and conditions of membership, Niagara Region is soliciting a statement of qualifications for contractors interested in providing “Underground Locating and Marking Services” on an as needed basis.

In order to be qualified to respond to the Public Bid Solicitation, contractors must first submit a response to this RFQ demonstrating the ability to satisfy the following minimum requirements:

1. The contractor must demonstrate its experience by providing a minimum of five (5) references for which the vendor is currently providing locate/mark out services. Details regarding these services must be provided including location and contact information for the facility owner.
2. The contractor must demonstrate that it has regularly engaged in providing locate/mark out services for a period of the last five years.
3. The contractor must demonstrate that locates/mark outs are performed safely (see Canadian Common Ground Alliance Best Practice Version 1.0 Section 3-6). This includes ability to carry out work in accordance with the Ministry of Transportation Ontario Traffic Manual – Book 7.
4. The contractor must demonstrate that all locators are properly trained (see Canadian Common Ground Alliance Best Practice Version 1.0 Section 3-5).
5. The contractor must satisfactorily demonstrate ability to respond to both Regular Locate Requests (5-day response) and Emergency Locate Requests (2-hour response).
6. The contractor must provide current practices for managing workloads during peak periods.
7. The contractor must describe the equipment used in providing mark out services (i.e. ground penetrating radar, electromagnetic and metal detection units, magnetic locators, acoustic locators etc.) and the training received by the equipment operators.
8. The contractor must demonstrate ability to provide a valid locate in accordance with Canadian Common Ground Alliance Best Practice Version 1 Section 3-21.
9. The contractor must demonstrate ability to provide 360 Feedback to ON1Call in accordance with ON1Call member terms and conditions.
10. The contractor must provide documentation of current quality assurance and quality control procedures.

Subsurface Utility Engineering (SUE) Pre-Qualification

Background

Subsurface Utility Engineering (ASCE Standard 38-02) is defined as the engineering processes that accurately and comprehensively identifies, characterizes and maps underground utility facilities. It includes the three major activities of designating, locating and data management. These

activities, when combined with traditional records research, coordination with utility owners and site surveys, provide high quality utility information for use during project development and design.

Definitions

Designating Designating is the process of using a surface geophysical method or methods to interpret the presence of a subsurface utility and to mark its approximate horizontal position on the ground surface.

Locating Locating is the process of exposing and recording the precise vertical and horizontal location of a utility.

Quality Level D (QLD) Information derived from existing records or oral recollections.

Quality Level C (QLC) Information obtained by surveying and plotting visible above-ground utility features and by using professional judgment in correlating this information to quality level D information.

Quality Level B (QLB) Information obtained through the application of appropriate surface geophysical methods to determine the existence and approximate horizontal position of subsurface utilities. Quality level B data should be reproducible by surface geophysics at any point of their depiction. This information is surveyed to applicable tolerances defined by the project and reduced onto plan documents.

Quality Level A (QLA) Precise horizontal and vertical location of utilities obtained by the actual exposure (or verification of previously exposed and surveyed utilities) and subsequent measurement of subsurface utilities, usually at a specific point. Minimally intrusive excavation equipment is typically used to minimize the potential for utility damage. A precise horizontal and vertical location, as well as other utility attributes, is obtained for use on plan documents. Accuracy is typically set to 15mm (vertically) and to applicable horizontal survey and mapping accuracy as defined or expected by the project owner. (Project Owner/Manager)

Scope of Services

The collection and depiction of information and any required submittals shall conform to the application provisions of CI/ASCE 38-02 "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data". More specifically, the consultant shall:

1. Obtain all necessary permits from city, county, municipality, railroad or other entity to allow the Consultant to work on existing streets, road and private property for the purpose of marking, measuring and recording the location of existing underground utilities.

2. Coordinate with utility companies and the appropriate governmental jurisdictions in researching the locations(s) of existing utilities. Secure all “as built” plants, plats, and other necessary data as supplied by the utility companies.
3. Carry out the assignment in accordance with the latest editions of the following:
 - a. Project Design and Technical Specifications Manual (Niagara Region Water and Wastewater)
 - b. Niagara Peninsula Standard Contract Document (<http://www.niagararegion.ca/business/tenders/npscd/default.aspx>)
4. Be responsible for all traffic control associated with fieldwork related to the project. All work must be carried out in accordance with the current Ministry of Labor and the Occupational Health and Safety Act requirements, and the Ministry of Transportation Ontario Traffic Manual – Book 7 – Temporary Conditions Manual, including the provisions of flag persons, signs and other devices specified for the control of traffic and lane closures.
5. Ensure that all employees visiting or working on their behalf while on a Niagara Region Project conform to the requirements of the current Occupational Health & Safety Act (OHSA), and any applicable regulations and Niagara Region safety procedures. These requirements include but are not limited to safe work practices and procedures with respect to confined spaces, fall protection, WHMIS, designated substances, etc. The Consultant will be responsible for the supply of all safety equipment necessary to meet all safety requirements
6. Designate, survey, record, and mark the horizontal location of existing above and below underground utilities/infrastructure and their appurtenances including poles, guy wires, pedestals, vaults, electrical boxes, valve boxes, meters, gas regulators, traffic signals process piping, water mains, storm sewers, sanitary sewers curb stops, clean outs ditch inlets etc. in accordance with Ontario Regional Common Ground Alliance (ORCGA) Best Practices.
7. Update the horizontal position and associated attributes of GIS yard piping/electrical GIS shp files (provided by Niagara Region). New GIS records shall only be added when new infrastructure is discovered. At no time shall GIS records be deleted. If infrastructure is found to be abandoned, removed or entered in error, the life cycle status attribute shall be updated. GIS quality level attributes shall be updated to reflect the quality and reliability of the information or all infrastructure/utilities within the project extents.
8. When required, determine depth of existing utilities/infrastructure through minimally intrusive excavation methods such as vacuum excavation and record the vertical and horizontal position of the utility. The consultant shall reinstate all disturbed areas after completion of the fieldwork to the satisfaction of the operating authority.

9. Have at least one professional engineer (registered as a Professional Engineer with the Professional Engineers of Ontario) and one professional surveyor (registered as a Professional Surveyor with the Association of Ontario Land Surveyors) that are employees of the firm, each with a minimum of two years of experience in subsurface utility engineering.
10. Have a minimum of two additional full time staff, each with a minimum of two years of experience in successfully providing all quality levels of subsurface utility engineering using the equipment specified below.
11. Have equipment available to perform the full range of Subsurface Utility Engineering services including one geophysical prospecting vehicle equipped with at least two various electromagnetic/acoustical designating equipment (QLB), and one vacuum excavation non-destructive vehicle (QLA) and at least one ground penetrating radar (GPR) system.
12. Provide a single project manager to represent the firm in a liaison capacity.
13. Provide the following deliverables:
 - a. Draft SUE Report (PDF format), Drawings (CAD format) and GIS shp files
 - b. Final SUE Report (PDF format), Drawings (CAD format) and GIS shp files
 - c. QLA Test Hole Information (comma delimited text file for each test hole)
 - i. Test Hole Number
 - ii. Utility Diameter
 - iii. Utility Material
 - iv. Ground Elevation
 - v. Top of Utility Elevation
 - vi. Northing
 - vii. Easting
 - viii. Location Description
 - ix. Photos

Reports shall include a summary of findings and recommendations. The report shall describe the site conditions, locate techniques employed and findings. Key field observations such as locations where signal was lost, differences between field findings and records and unlocatable utilities shall be noted on all drawings. Notes, tables, figures, photographs, drawings, etc. shall also be included.

14. Provide documented company plan for current quality assurance and quality control procedures.

Assistance by Niagara Region

Niagara will provide the successful Consultant with the following document, or will carry out the following tasks:

1. Provide available engineering drawings and GIS information for the project extents

2. Provide existing reports or studies for the project extents
3. Coordinate with the consultant on the installation of utility marker balls at test hole locations
4. Payment of all permit and approval fees

Submittal Requirements

1. Resumes of key personnel (See above), including professional registrations and detailed project information demonstrating two years of experience on projects where Subsurface Utility Engineering services were provided in accordance with the ASCE Standards 38-02. The projects should be adequately described to demonstrate the tasks performed, project complexities, time constraints and a contact and phone number for reference.
2. A list of available equipment including manufacturer, model number, age, and ownership status (owned or leased).
3. Name a single project manager to represent the firm in a liaison capacity with the Department.
4. Describe the firm's ability to provide GIS and CAD deliverables in an electronic format which is compatible with the Niagara Region CAD standard.
5. Provide a copy of the firm's quality assurance and quality control plan.

Water & Wastewater: SCADA Integration

The SCADA System is a critical component of Water & Wastewater Operations as it provides real-time monitoring and control of our processes, as well as collect data to be used for historical analysis and regulatory reporting.

In order to be qualified to respond to the Public Bid Solicitation, vendors must first submit a response to this RFPQ demonstrating the ability to satisfy the following minimum requirements:

1. Vendors must demonstrate their company's experience by providing a minimum of three (3) references for which the vendor is currently providing SCADA Integration services in the Water & Wastewater industry. Details regarding these services must be provided including location and contact information for the facility owner.
2. Vendors must demonstrate their project team's experience by providing resumes of the project team proposed for Niagara Region W&WW projects.
 - a. Project Manager shall have at least three (3) years' experience in SCADA Integration in the Water & Wastewater industry.
 - b. Project Team members shall have at least two (2) years' experience in SCADA Integration in the Water & Wastewater industry
3. Vendor must have at least one (1) of the following:
 - a. Professional engineer (registered as a Professional Engineer with the Professional Engineers of Ontario) or,
 - b. Technologist (registered as a Certified Engineering Technologist with the Ontario Association of Certified Engineering Technicians and Technologists) or,

- c. Technician (registered as a Certified Technician with the Ontario Association of Certified Engineering Technicians and Technologists)
4. Vendors must have and demonstrate experience with the following software:
 - a. Rockwell Software RSLogix 5
 - b. Rockwell Software RSLogix 500
 - c. Rockwell Software RSLogix 5000
 - d. Control Microsystems Telepace
 - e. GE Proficy View Machine Edition
 - f. GE Proficy iFix 5.5 and greater
 - g. GE Proficy Historian 5.5 and greater
5. Vendors must be knowledgeable of the Niagara Region's SCADA Standards or demonstrate the ability to adopt and abide by customer standards.

Ensure that all employees visiting or working on their behalf while on a Niagara Region Project conform to the requirements of the current Occupational Health & Safety Act (OHSA), and any applicable regulations and Niagara Region safety procedures. These requirements include but are not limited to safe work practices and procedures with respect to confined spaces, fall protection, WHMIS, designated substances, etc. The Consultant will be responsible for the supply of all safety equipment necessary to meet all safety requirements

APPENDIX TWO (2) **TRANSPORTATION CATEGORIES**

CATEGORY 11 - Environmental Assessment and Preliminary Design – ROADS

- **Reconstruction of Regional Road 87 (Main Street) from Locke Street to Ann Street, In the City of St. Catharines**
Road rehabilitation and drainage improvements
- **Capacity Improvements on Regional Road 37 (Merritt Road) between Rice Road and Hwy 406, In the City of Thorold**
Capacity improvements and road extension on Merritt Road to enhance the road network related to surrounding developments
- **Corridor Improvements on Regional Road 54 (Rice Road) between Merritt Road and Thorold Road, In the Town of Pelham**
Various capacity and corridor improvements to assist with development in the surrounding area
- **Merritt Road EA**
- **QEW-Glendale-Hwy405 EA**
- **Infrastructure identified through TMP process**

CATEGORY 12 - Environmental Assessment and Preliminary Design – BRIDGES

- **Replacement of 20 Mile Arch Structure 081210 Over 20 Mile Creek, In the Town of Lincoln**
Complete bridge replacement with roadway approach improvements and modifications to nearby intersecting local roadways
- **Hydro Canal Bridge (north) Structure 020230 Over Hydro Canal, In the City of Niagara Falls**
Bridge rehabilitation
- **Lincoln Street and Ontario Street Bridge Structure 029210 and Str. 031205, City of Welland**
Bridge rehabilitation
- **Stanley Avenue Bridge Structure 102205 over the Welland River, In the City of Niagara Falls**
Bridge Rehabilitation
- **Replacement of Structure 081215 (St. Paul West CNR Bridge) over the CNR Tracks, in the City of St. Catharines**
Complete bridge replacement with roadway approach improvements and modifications to nearby intersecting local roadways

CATEGORY 13 - Environmental Assessment and Detailed Design – ROADS

- **Reconstruction of Regional Road 49 (McLeod Road), between HEPC and Wilson Crescent, In the City of Niagara Falls**
Four (4) lane urban reconstruction to address lane pavement condition, drainage deficiencies and roadway safety
- **Reconstruction of Regional Road 20 between South Grimsby Road 6 and Wade Road, In the Township of West Lincoln**
Construction of a roundabout and related urbanization
- **Reconstruction of Regional Road 20 between Townline Road and Industrial Park Drive, In the Township of West Lincoln**
Construction of a roundabout and related urbanization
- **Rehabilitation of Regional Road 81 (York Road) from Regional Road 55 (Niagara Stone Road) to Airport Road, In the Town of Niagara on the Lake**
Road Rehabilitation and platform improvements
- **Reconstruction of Regional Road 81 (old Hwy 8) from Vinehaven Trail to 23rd Street, In the Town of Lincoln**
Urban reconstruction to address pavement and drainage deficiencies, safety and traffic operations, and local CIP improvements
- **Reconstruction and Slope Stabilization of Regional Road 63 (Canborough Road) from Baldwin Road to Coffey Bridge, In the Township of West Lincoln**
Slope stabilization and road reconstruction to address current deterioration

- **Reconstruction of Regional Road 48 (Niagara Street) from Carlton Street to Scott Street, In the City of St. Catharines**
Full road reconstruction and urbanization including drainage improvements
- **Reconstruction of Regional Road 5 (Creek Road) from Regional Road 4 (Wellandport Road) to Regional Road 63 (Canborough Road), In the Township of Wainfleet**
Two (2) lane rural reconstruction to address lane pavement condition, drainage deficiencies, roadway safety, and replacement of Oswego Creek Bridge and other culvert structures
- **Reconstruction of Regional Road 529 (Effingham Road) from Webber Road to River Road, In the Town of Pelham**
Reconstruction and urbanization along with drainage improvements
- **Reconstruction of Regional Road 63 (Canborough Road) from Regional Road 27 (Wellandport Road) to the Wellandport Community Center, In the Township of West Lincoln**
Road reconstruction and drainage improvements
- **Reconstruction of Regional Road 71 (St. David's Road) between Hwy 406 and Collier Road, In the City of St. Catharines and the City of Thorold**
Reconstruction and urbanization including drainage improvements and active transportation considerations

CATEGORY 14 - Environmental Assessment and Detailed Design – BRIDGES

- **Replacement of Structure 050205 (Niagara Street Bridge), in the City of Welland**
Complete bridge replacement with roadway approach improvements
- **Rehabilitation of Structure 027225 (East Main Street Bridge) over the Tracks (west of RR84), in the City of Welland**
Patch/waterproof/pave bridge deck with semi-integral joint conversation, including repairs to the substructure and superstructure
- **Replacement of Structure 081215 (St. Paul West CNR Bridge) over the CNR Tracks, in the City of St. Catharines**
Complete bridge replacement with roadway approach improvements and modifications to nearby intersecting local roadways
- **Structure Rehabilitation Program, Region Wide**
Rehabilitation of structures and major culverts region wide

CATEGORY 15 - Sub Consultant Services for in-house design projects – ROADS

1.0. Geotechnical Services

Feasibility Studies, Slope Analysis, Geotechnical Investigations, Environmental/Chemical Analysis, QC/CA Testing, etc.

2.0. Archeological Services

Phase 1, 2, 3, and 4 Assessments, Heritage/Cultural Assessments, etc.

3.0 Illumination / Electrical Street lighting

Preliminary and Detailed Design of street illumination, peer reviews, etc.

4.0. Survey Services

Topographic/base plan surveys, monitoring, etc.

CATEGORY 16 - Transportation Planning, Transit, Traffic Engineering, Safety Projects

- Recommendations from the 2016 IMT Study, should LAM's request Region to a part of the study.
- Inter-Municipal Transit planning and operational funding studies
- IMT related infrastructure i.e. transit shelters
- Specialized transit services review
- Active Transportation Studies
- Fare box integration
- Traveler Information Services

APPENDIX THREE (3) **WASTE MANAGEMENT CATEGORIES**

CATEGORY 17 - Waste Management: Well Installation / Decommissioning

i. New monitoring wells may need to be installed and others decommissioned based on previous year environmental monitoring. Includes subcontractor for well installation. Wells may include leachate, overburden and bedrock wells.

CATEGORY 18 - Waste Management: Leachate Collection System Efficiency and Design

i. Since WM is completing Condition Assessments on existing LCSs in 2016, work will be required to replace dated infrastructure. The work can include reviewing LCS functionality, improving leachate collection, improvements to the leachate collection system due to end of service life or unexpected deterioration. Includes review of existing information, design and construction administration.

CATEGORY 19 - Waste Management: SW Drainage Consultant

i. Numerous landfill sites require upgrades and/or improvements to the drainage swales and storm water management systems

APPENDIX FOUR (4) **FACILITIES MANAGEMENT CATEGORIES**

CATEGORY 20 - Compliance

The Scope of Services for this Roster Category is to ensure compliance with applicable Federal

and Provincial legislative, code, and regulatory requirements, By-Laws, and Niagara Region's compliance management programs. The Successful Candidates may be required to perform compliance investigations as requested, and in consultation with Niagara Region representatives, including but not limited to:

- Mould and designated substances including, but not limited to, asbestos, lead, and polychlorinated biphenyls (PCBs);
- Air quality (Heating Ventilation and Air Conditioning);
- Environmental Compliance Approvals (ECAs) and Environmental Activity and Sector Registry (EASR) registrations and associated supporting documentation (for example, air and noise assessments);
- State of small drinking water systems;
- Environmental Health and Safety and Building Condition Compliance Audits;
- Compliance Management Programs (i.e. Hazardous Waste Information Network (HWIN) spills, Ozone Depleting Substances (ODS), Backflow prevention devices, etc.).

It is expected that surveys and audits of all locations will be conducted in accordance with the Occupational Health and Safety Act requirements of the Ontario Ministry of Labour and Niagara Region.

1.0. 2017 Annual Asbestos and Designated Substance Reassessment Surveys at Regional Facilities

- i. Reassessment Surveys at approximately 15 to 20 Niagara Region facilities

2.0. 2017 Compliance Audits

- ii. Compliance Audits at approximately 10 Regional Facilities with Recommended Action Items

3.0. Asbestos Awareness Training and Asbestos Management Specific Training

4.0. Development of Spill Management Training and Standard Operating Procedure (SOP)

5.0. Development of HWIN Waste Manifest Training and Standard Operating Procedure (SOP)

6.0. 2018 Annual Asbestos and Designated Substance Reassessment Surveys at Regional Facilities

- i. Reassessment Surveys at approximately 15 to 20 Niagara Region facilities

7.0. 2018 Compliance Audits

- ii. Compliance Audits at approximately 10 Regional Facilities with Recommended Action Items

8.0. Asbestos Awareness Training and Asbestos Management Specific Training for new Regional staff

9.0. Development of Ozone Depleting Substances Training and Standard Operating Procedure (SOP)

CATEGORY 21 - Architectural Consulting Services

The primary Scope of Services for this Roster Category pertains to the rehabilitation and/or reconstruction of existing buildings and/or new structures. Candidates responding to this Roster Category should be able to offer the following Services: feasibility reports, building audits, program preparation, conceptual planning, site design and zoning, design development and detailed design, preparation of tender and construction drawings and specifications, permit documents, high level cost estimates, construction inspection and contract administration/management. Candidates may be required to manage the application process for LEED Certification throughout the project. Candidates may be required to submit applications for federal and provincial incentives. Candidates are advised that Work under this Roster Category is site intensive and would require Rostered Candidates to attend both scheduled and impromptu on-site meetings. A short response time to these meetings will be required for some Roster Assignments. Candidates are required to ensure that future design will be in accordance with all applicable Codes, Regulations, and Legislative requirements as well as the Facility Accessibility Design Standards and Niagara Region Specifications Guidelines. Any architectural consulting work provided to Niagara Region shall be performed by or under the direction of senior personnel who are full members of the OAA and who have their OAA seal. All architectural drawing assignments are to be completed in AutoCAD and all other documents are to be provided in editable format (i.e. Word, PDF, etc.). All documents are to be submitted to the Niagara Region upon completion of any project and will become the property of Niagara Region.

1.0. Niagara Regional Facilities Customer Service Desks

- i. Development of an integrated customer service model for in-person reception/service desks across the Region that will improve access to Regional Services and enhance customer service as well as improve accessibility.

2.0. Other Projects in this category have not yet been identified.

CATEGORY 22 - Interior Design Services

The Scope of Services for this Roster Category pertains to Interior renovations and renewal projects, furniture projects, moves, and drawing management projects. Candidates responding to this category must be able to offer the following services which include but are not limited to:

- **Project Start-up** (Review current and proposed facilities, obtain existing electronic plans from, tour site and review basic building services and systems, verify accuracy of base building plans through site verification/measurement, as-built drawing of existing facility conditions if not available)
- **Needs Analysis and Programming**
- **Schematic Design and Design Development** (Prepare space plan(s) to reflect approved program indicating all built elements and generic furniture/equipment, prepare design development package for client approval, prepare 3D renderings for visualization of design concepts.)
- **Furniture/Equipment** (Review existing furniture items to be considered for re-use, recommend use of existing or new items as appropriate, develop inventories of existing equipment identified for relocation, prepare generic furniture plans based on approved standards and guidelines)
- **Moves, Adds and Changes** (Develop move plans, schedules and other move documentation, provide staff onsite during moves)
- **Contract Documentation** (Prepare contract document packages, prepare building permit application forms and include BCIN (Building Code Identification Number) where applicable.)
- **Project Close-out** (Conduct final site inspection, provide client with a complete record set of interior design as-built drawings in electronic PDF format as well as AutoCAD format)

Candidates may be required to manage the application process for LEED Certification throughout the project. Candidates are advised that Work under this Roster Category is site intensive and would require Rostered Candidates to attend both scheduled and impromptu on-site meetings. A short response time to these meetings will be required for some Roster Assignments. Candidates are required to ensure that future design will be in accordance with all applicable Codes, Regulations, and Legislative requirements as well as the Facility Accessibility Design Standards and Niagara Region Specifications Guidelines. The Rostered Candidate shall be a registered member of Association of Registered Interior Designers of Ontario (ARIDO). All drawing assignments are to be completed in AutoCAD and all other documents are to be provided in editable format (i.e. Word, PDF, etc.). All documents are to be submitted to the Niagara Region upon completion of any project and will become the property of Niagara Region.

1.0. IT Space Accommodations Planning at 1815 Sir Isaac Brockway

- i. Interior space planning and workstation reconfiguration at Regional Headquarters - Campbell West IT area in order to optimize the use of space, increase capacity, facilitate a collaborative work environment and improve operational efficiencies.

2.0. Community Services Space Accommodations Planning at 1815 Sir Isaac Brockway

- i. Interior space planning and workstation reconfiguration of Community Services area at Regional Headquarters in order to optimize the use of space, increase number of work stations and improve operational efficiencies.

3.0. Regional Headquarters – Campbell West Space Accommodations Planning

- i. Interior space planning at Regional Headquarters - Campbell West in order to make use of the existing IT Data Centre once the new Data Centre is complete, to optimize the use of space and improve operational efficiencies.

4.0. Way finding Strategy

- i. Develop an interior way finding strategy at 1815 Sir Isaac Brockway to improve interior navigation within Regional Headquarters, enhance the customer service experience and improve accessibility.

5.0. 445 East Main Street, Welland Move Planning

- i. Develop a move plan including move drawings, move schedule and move package document to facilitate the move of staff from 3 Cross Street, Welland and 4635 Queen Street, Niagara Falls to 445 East Main Street.

6.0. Public Health Space Accommodations Planning

- i. Interior space planning and workstation reconfiguration of Public Health areas in order to optimize the use of space, increase capacity and improve operational efficiencies.

CATEGORY 23 - Roof Consulting Services

The primary scope of services for this Roster category pertains to the assessment, design and construction management services for the rehabilitation and new construction of roofing systems. The Roofing Consultant should be qualified and able to: assess different types of roofing systems; review as-built drawings and analyze existing roofing details; submit reports; develop options; conduct analysis; submit recommendations; prepare preliminary budgets; prepare roofing specifications based on the site condition and the applicable roofing codes and standards. At a minimum, these specifications should include detailed written specifications, detailed drawings, detailed options analysis, and roof plans. Additional roofing calculations such as wind up lift and energy analysis are necessary from time to time. The roofing consultant is expected to conduct necessary site and laboratory testing to verify roof assemblies or investigate leaks and roof problems. This includes but is not limited to cut tests,

water tests, skylight seal tests, fasteners pull tests, coating tests, and asphalt content/type tests. The consultant may be required to prepare feasibility reports regarding transformations required to convert to solar ready rooftops (directly or through third party). The consultant should be able to complete infrared scanning (directly or through third party). The consultant should be able to interpret and comment on roof infrared scanning reports. The consultant should be able to recognize and distinguish hazardous material such as asbestos, mould, petroleum product and other materials that may affect personnel safety or the environment. The consultant should be qualified to assess and audit the conditions of the existing roofing systems currently installed on Niagara Region buildings and determine project priorities based on these assessments.

1.0. 2017 Roof Condition Assessment Audits at Niagara Regional Facilities

- i. Roof Condition Assessment Audits of approximately 10 Regional Facilities

2.0. NRPS Welland Gun Range Roof Replacement

- i. Replace built-up roof and metal roof at NRPS Welland Gun Range at 107 Seneca Trail in Welland

3.0. Thorold Patrol Yard Roof Replacement

- i. Replace roof at the Thorold Patrol Yard at 3557 Thorold-Townline Road in Thorold.

4.0. Niagara Region Headquarters – Campbell East Roof Replacement

- i. Replace roof surface with Modified Bitumen, improve slope and drainage, increase insulation thickness and raise parapet curb height on the Campbell East Roof at 1815 Sir Isaac Brockway in Thorold.

5.0. Niagara-on-the-Lake EMS Base Roof Replacement

- ii. Roof replacement of the Niagara-on-the-Lake Roof at 176 Wellington Street in Niagara-on-the-Lake.

6.0. Niagara Falls Community Services Office Roof Replacement

- i. Roof replacement at Niagara Falls Community Social Assistance and Employment Opportunities Office at 5853 Peer Street in Niagara Falls

7.0. 2018 Roof Condition Assessment Audits at Niagara Regional Facilities

- i. Roof Condition Assessment Audits of approximately 10 Regional Facilities

CATEGORY 24 - Quantity Surveying and Cost Estimating Services

The primary scope of services for this Roster category pertains to Quantity Surveying and Cost Consulting on facilities projects of various sizes including life-cycle renewals, energy conservation projects, renovations of existing spaces (vacant or occupied), new construction, and demolition. Candidates responding to this Category must be able to offer the following Services which include but are not limited to: Preparation of Business Case or Feasibility Level Cost Reports for Capital Planning; provide comparative cost reports which the Owner may utilize in a cost-benefit analysis for site selection and option selection purposes; provide cost estimates for energy conservation projects including calculations on payback periods and Return on Investment (ROI); provide Class "D" Order of Magnitude Cost Estimates; provide Class "C" Construction Cost Estimate; provide Class "B" Construction Cost Estimate; and provide Class "A" Construction Cost Estimates. Candidates applying for the Quantity Surveying and Cost Consulting Services category must be members in good standing with the Canadian Institute of Quantity Surveyors (QIS) and shall be designated as a Professional Quantity Surveyor (PQS) or Construction Estimator Certified (CEC) or shall be a Member of the Royal Institute of Chartered Surveyors (MRICS), or similar accreditation.

1.0. Projects in this category have not been identified to date.