



The Corporation of the Township of Huron-Kinloss

Staff Report

Report Title: Public Works Operations and Transportation Review RFP

Prepared By: John Yungblut, Director of Public Works

Department: Public Works

Date: Jul. 4, 2022

Report Number: PW-2022-07-50

File Number: T05 PWO 22

Attachments:

Recommendation:

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number PW-2022-07-50, prepared by John Yungblut, Director of Public Works AND accepts the proposal from Colliers Project Leaders Inc. in the amount of \$119,025.00 plus HST AND authorizes the appropriate by-law comes forward

Background:

On Jan. 25, 2022, Township staff were informed by the Province of Ontario that the Township was successful in our application through the Municipal Modernization Program for a Transportation Services Delivery Review.

Discussion:

Township staff issued a Request for Proposals (RFP) for a third-party review of the operations of Public Works and how we deliver transportation services. The study will include a review of various areas such as our road network, facilities, and fleet. It will also include a roadmap to allow for us to maintain our Level of Service while the Township continues to experience growth.

Two proposals were received:

Bidder	Cost (+ HST)	Experience & Reputation	Quality of Proposal	Workplan and Timelines	Total Score
TyLin	101,685.00	80%	60%	70%	56%
Colliers	119,025.00	80%	90%	70%	60%

Both proposals received met all the objectives outlined in the RFP, although the Colliers proposal more closely aligned with the Townships vision for the project. The amount we will receive through the Municipal Modernization Fund was \$66,144, so both proposals scored lower on the financial evaluation.

Township staff did examine the possibility of reducing the scope of the project to fit the amount provided by the grant, however, we determined that everything included in the proposal is necessary to provide a thorough review of our operations and an accurate forecast of the future.

Financial Impacts:

We will be funding the additional expenditures not covered by the grant from savings in the Capital Budget and/or the Municipal Modernization Reserve.

Strategic Alignment / Link:

We are a prosperous community that continues to grow in a sustainable manner by investing in infrastructure.

Respectfully Submitted By:

John Yungblut, Director of Public Works, C.E.T.

Approved By:

Mary Rose Walden, Chief Administrative Officer