

THE MUNICIPALITY OF LAMBTON SHORES

Report DPW 07-2025

Council Meeting Date: March 18, 2025

TO: Mayor Cook and Members of Council
FROM: Nick Verhoeven, Director of Public Works
RE: Forest Stormwater Management Masterplan Proposal Award

RECOMMENDATION:

THAT Report DPW 07-2025 regarding the proposal award for the 2025 Forest Stormwater Management Masterplan Proposal Award be received; and

THAT the proposal from BM Ross and Associates Limited in the amount of \$109,556.00 excluding HST, (\$111,484.19 Net HST), for the 2025 Forest Stormwater Management Masterplan be accepted; and

THAT the Mayor and Clerk be authorized to sign the associated contract agreement.

SUMMARY

This report presents a summary of the proposal award for the Forest Stormwater Management Masterplan for 2025. Staff recommends award to BM Ross and Associates.

BACKGROUND

Lambton Shores has budgeted a total of \$175,000 for creation of a Stormwater Management Masterplan for Forest in 2025. This plan will identify problem areas and propose solutions to stormwater management challenges both immediately and long term and incorporate long term planning for both growth and changing weather patterns. In compliance with Phase 1 and 2 of the Municipal Class Environmental Assessment process, a Master Plan will ultimately provide long term recommendations and projects with associated costs that can be utilized to address stormwater management and infrastructure issues.

The Request for Proposal (RFP) process was used to procure professional services for this project, which enables proponents to propose different methodologies and innovations for achieving the objective of the project while ensuring other factors including cost, expediency, and experience are all given consideration. The RFP process is different from the standard tender process because submissions are evaluated based on marking criteria published within the RFP document. The criteria were established to determine the best value for dollar for the services.

The Request for Proposals document for the project was released in January 2025 and submissions were accepted until February 26, 2025 with 7 submission being received. The result is presented below:

Bidder Name	Bid Submission Before Tax	Net Cost to Lambton Shores
BM Ross	\$109,556.00	\$111,484.19
AECOM	\$144,013.00	\$146,547.63
Acquafor Beech	\$109,430.00	\$111,355.97
Arcadis	\$203,475.46	\$207,056.63
EXP	\$142,952.25	\$145,468.21
GEI Consultants Canada Ltd	\$143,985.00	\$146,519.14
GSS	\$73,815.00	\$75,114.14

Public Works staff reviewed each proposal closely with regards to the level of detail required to achieve desired outcomes of this project. The Stormwater Management Master Plan is required to prioritize projects and understand budget implications that form part of a long-term strategy for the Municipality to improve stormwater management and associated infrastructure within Forest. After the review against the published criteria staff recommend that Council award this project to BM Ross. The proposal from BM Ross was ranked highest by staff against the published criteria. BM Ross is an experienced engineering firm that has completed numerous Stormwater Management Master Plan's for other area Municipalities.

ALTERNATIVES TO CONSIDER

No other alternatives are presented at this time. The proposal for this project was released in keeping with the Municipality's Purchasing Policy to ensure the Municipality is receiving market competitive price for the contracted work.

RECOMMENDED ACTIONS

Staff is recommending that the contract for this project be awarded to BM Ross and Associates Limited in the amount of \$111,484.19 Net HST.

FINANCIAL IMPACT

The net of HST price of the proposal from BM Ross is \$111,484.19. The proposal cost is below the 2025 approved budget for this project of \$175,000. The difference between proposal price and budget price will remain in the Transportation reserve fund.

CONSULTATION

Ryan Griffin, Drainage Superintendent
Rebecca Clothier, Director of Financial Services
Steve McAuley, CAO