



Committee Report

To:	Warden Hicks and Members of Grey County Council
Committee Date:	February 28, 2019
Subject / Report No:	TR-CW-06-19
Title:	Structure Inspections Single Source
Prepared by:	Matt Marck, Engineering Manager and Sharon Melville, Buyer
Reviewed by:	Pat Hoy, Director of Transportation Services
Lower Tier(s) Affected:	Member Municipalities
Status:	Recommendation adopted by Committee of the Whole as presented as per Resolution <i>CW57-19</i> ; Endorsed by County Council on March 14, 2019 as per Resolution <i>CC24-19</i> .

Recommendation

- 1. That Report TR-CW-06-19 be received and that Council approve S. Burnett & Associates Limited, as a single source, to continue performing structure inspections on behalf of the County of Grey for the 2019 and 2020 seasons.**

Executive Summary

The County of Grey is mandated by the Province to perform inspections on all structural assets (bridges and culverts) over a three metre span on a bi-annual basis. These inspections rate the condition and integrity of all County structures and assist the Engineering Division in maintenance and capital planning.

S. Burnett & Associates Limited has been completing these inspections for Grey County since 2013 and Transportation Services has received good value from them.

New work/asset management software is proposed to be purchased in 2019. It is desired to keep the deliverable format consistent in order to transition similar data and to maintain integrity through 2020. Delaying tendering for two years ensures the new software will be in place.

Background and Discussion

The County of Grey has 192 structures in its inventory. Half of the inventory is inspected on a yearly basis, with the other half in the second year.

The County has retained S. Burnett & Associates Limited (SBA) since 2013 to perform inspections on County structural assets. SBA was awarded the contract as a result of a Request for Proposal (RFP) process. The RFP in 2013 was the first year that Grey County specified use of the Ontario Structure Inspection Manual (OSIM) format. The cost of the inspections has increased 2% per year since the initial award.

The consultant has a Structural Engineer on staff and has supplied consistently accurate quality condition rating reporting of structural assets over that period of time. The Grey County Bridge Crew Foreman frequently audits their field work and the OSIM reports.

The period of the current assignment ended in the fall of 2018 and the County is in a position that it has to tender to procure a service provider to perform the inspections.

At the same time, the County of Grey is scheduled to procure new asset management software in 2019. The procurement of this software is required to properly track all County assets for reporting and funding requirements.

In order to facilitate the transfer of structural inspection data and condition ratings to the proposed work/asset management software, it would be optimal to have consistent past and current information for input into the system.

Utilizing the current consultant would allow for tweaking of current and past information to fit the asset management model and allow for a smoother transition for data input into the software.

Legal and Legislated Requirements

Inspections are mandated by the Province to be performed on each structural asset every two years.

Financial and Resource Implications

Grey County currently spends \$63,000 every two years for the inspection of structural assets. This price is consistent with or less than similar jurisdictions.

Extending the assignment to the current consultant would incur a two percent increase to the assignment price.

Relevant Consultation

Internal
Finance Department

External

Appendices and Attachments

[Bridge and Culvert Inspection Action Report For 2018 SBA January 2019](#)