



Public Works and Infrastructure Committee

**Thursday, December 7, 2017
4:00 PM**

Henry Baker Hall, Main Floor, City Hall



OFFICE OF THE CITY CLERK

**Public Agenda
Public Works and Infrastructure Committee
Thursday, December 7, 2017**

Approval of Public Agenda

Adoption of Minutes

Public Works & Infrastructure Committee - Public - Nov 9, 2017 4:00 PM

Administration Reports

PWI17-19 RFP #2970 - Value Increase for Engineering Services for Residential Road
Renewal Program

Recommendation

That this report be forwarded to the December 18, 2017 meeting of City
Council for information.

PWI17-20 2017 Review of Outstanding Items

Recommendation

That this report be forwarded to the Executive Committee for consideration.

Adjournment

AT REGINA, SASKATCHEWAN, THURSDAY, NOVEMBER 9, 2017

AT A MEETING OF PUBLIC WORKS AND INFRASTRUCTURE
COMMITTEE
HELD IN PUBLIC SESSION

AT 4:00 PM

These are considered a draft rendering of the official minutes. Official minutes can be obtained through the Office of the City Clerk once approved.

Present: Councillor Sharron Bryce, in the Chair
Councillor Lori Bresciani
Councillor John Findura
Councillor Jason Mancinelli
Councillor Barbara Young

Also in Attendance: Council Officer, Elaine Gohlke
Legal Counsel, Jayne Krueger
Executive Director, Transportation & Utilities, Karen Gasmol
Director, Water Works, Pat Wilson
Manager, Water & Sewer Engineering, Kurtis Doney

APPROVAL OF PUBLIC AGENDA

Councillor Bresciani moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted.

ADOPTION OF MINUTES

Councillor Young moved, AND IT WAS RESOLVED, that the minutes for the meeting held on October 12, 2017 be adopted, as submitted.

ADMINISTRATION REPORT

PW117-18 Increase in Engineering Services Fees for the Design and Construction of the 5th Avenue North Stormwater Trunk Project Within Drainage Area 13

Recommendation

1. That City Council delegate authority to the Executive Director of Transportation & Utilities to extend the commission to Associated Engineering Ltd. (AE), to exceed \$500,000 to complete the design and construction supervision of the 5th Avenue North Stormwater Trunk Project within Drainage Area 13 (Area 13).

2. That this report be forwarded to the November 27, 2017 meeting of City Council for approval.

Councillor Mancinelli moved, AND IT WAS RESOLVED, that the recommendation contained in the report be concurred in.

ADJOURNMENT

Councillor Bresciani moved, AND IT WAS RESOLVED, that the meeting adjourn.

The meeting adjourned at 4:14 p.m.

Chairperson

Secretary

December 7, 2017

To: Members
Public Works and Infrastructure Committee

Re: RFP #2970 - Value Increase for Engineering Services for Residential Road Renewal Program

RECOMMENDATION

That this report be forwarded to the December 18, 2017 meeting of City Council for information.

CONCLUSION

On September 13, 2016, the City of Regina (City) awarded Associated Engineering (Sask.) Ltd. (AE) the contract to provide professional engineering services for the Residential Road Renewal Program, Package #2, for a total of \$422,143 excluding applicable taxes plus a contingency of \$50,000. The scope of the work included site investigation, preliminary and detailed design for the rehabilitation of road, curb and gutter and sidewalk structures, tendering and construction management for the projects within this package.

As the design phase of the project progressed, it was determined that additional design and construction services would be required in order to provide a consistent level of service to residential roads. This required a scope change from AE due to the additional data collection, redesign and survey work associated with this change.

To support required scope changes, the costs associated with engineering services also required an increase from the original fee of \$472,143 to \$564,389 (excluding taxes), this was approved by the Executive Director of Transportation and Utilities on October 6, 2017. AE's overall fees remain reasonable and in line with construction projects of similar size and complexity.

As per the City's Purchasing Policy, *Purchasing Procedure Manual - Appendix A, Purchasing Methods, page A-13*, if the amendment to a contract for consulting or professional services increases the value of the contract in excess of \$500,000, an informational report must be taken to Council to describe the circumstances for the increase by the Executive Director.

BACKGROUND

The long term Residential Road Renewal Program (RRRP) was established in 2014 and is funded by an additional one per cent dedicated mill rate increase and 25 per cent from the Street Infrastructure Renewal Program. Allocation of this fund is based on analysis that determines the

most effective and efficient delivery of the program to gradually improve the condition of our residential roadways in the most responsible and long-lasting way.

Locations for this program are selected each year by the City of Regina's Roadways Preservation Branch for rehabilitation under the RRRP. 36 locations were identified for rehabilitation for the RRRP - Package #2.

The scope of work for these locations consists of the following:

- localized repair and/or reconstruction of surface works such as sidewalks, curbs, curbs and gutter and landscaping where required; and
- repair and/or reconstruction of underground services such as catch basins, man-holes and grates adjacent to the impacted surface works.

DISCUSSION

Through a public notification process, as per the City Purchasing Policy, Request for Proposal #2970 (RFP) was posted to SaskTenders on June 25, 2016, to request proposals from qualified firms to provide engineering services to meet the goals of the RRRP.

A selection committee was formed to review the submitted RFP's and their recommendation was that AE be awarded this contract.

The work leading up to construction for RRRP - Package #2 has involved a significant amount of collaboration and discussion. Options and thresholds have been reviewed and tested for efficiency and cost effectiveness.

As design phase of the project progressed, it was determined that additional design work was required to improve roadways drainage and construction services, in order to provide a consistent level of service to residential roads. This required a scope change from AE due to the additional data collection, redesign and survey work associated with this change.

To this end, the Consultant, AE, requested an increase in fees in the amount of \$92,245.48 plus applicable taxes, to cover the additional work required to deliver the Program. The engineering services upset fee for AE is currently at \$564,388 (excluding taxes) based on the following:

Original Engineering Services fee	\$422,143.90
Contingency fee	50,000.00
Additional design and field inspection fee	\$92,245.48
Total Engineering Services fee (excluding taxes)	\$564,388.38

The approval memo to increase the value of the contract from to \$472,143.90, including contingency fees, to \$564,388.48 to provide engineering services for Package #2 of the RRRP to

AE was signed by Executive Director of Transportation and Utilities on October 6, 2017.

As per the City's Purchasing Policy, if the amendment to a contract for consulting or professional services increases the value of the contract in excess of \$500,000, an informational report must be taken to Council to describe the circumstances for the increase.

RECOMMENDATION IMPLICATIONS

Financial Implications

The original engineering services upset fee was \$472,143.90 (excluding taxes). This amount was increased to \$564,389.48 following acceptance of Scope Change #1. There is funding available in the RRRP accounts to cover this increase in fees.

Environmental Implications

There is a positive environmental impact caused by the replacement of deteriorated infrastructure. Well-maintained roads help to reduce fuel consumption and wear on vehicles. Fuel consumption directly impacts the emission of greenhouse gases.

Policy and/or Strategic Implications

The recommended strategy, including a dedicated mill rate allocation, is consistent with the Community Priority of *Long Term Financial Viability*, as outlined in *Design Regina: The Official Community Plan Bylaw No. 2013-48*, (OCP) and consistent with the corporate strategic plan, as it relates to asset management.

Therefore, increased scope of work such as replacement of sidewalks without curbing to sidewalks with curbing, provides an extended life cycle and will improve the residential road infrastructure condition to a level and quality that is sustainable.

Other Implications

An improved residential road network will provide residents in these areas with improved quality of life, due to reductions in frustration, travel delays, fuel consumption and vehicle repairs/maintenance.

COMMUNICATIONS

Residents receive communications about RRRP work taking place on their street and the information is available on the City of Regina website.

DELEGATED AUTHORITY

Pursuant to *Page A-13, Appendix A, Purchasing Methods, Purchasing Procedures Manual*, an informational report must be provided to City Council.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'N. Kyle', written in a cursive style.

Norman Kyle, Director
Roadways and Transportation

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Karen Gasmo', written in a cursive style.

Karen Gasmo, P.Eng., Executive Director
Transportation and Utilities

Report prepared by:
Nigora Yulyakshieva, Manager, Roadways Preservation
Renee Chevalier, P. Eng., Senior Engineer, Roadways Preservation
Brent Wilson, Engineer, Roadways Preservation

December 7, 2017

To: Members
Public Works and Infrastructure Committee

Re: 2017 Review of Outstanding Items

RECOMMENDATION

That this report be forwarded to the Executive Committee for consideration.

CONCLUSION

This report reviews the status of outstanding items that have been referred to the Administration for reports to the Public Works & Infrastructure Committee. The Public Works & Infrastructure Committee should review the items and provide instructions on the need for any changes to priorities.

BACKGROUND

Subsection 35(2) of City Council's Procedure Bylaw requires the City Clerk to provide a report to the Executive Committee annually which lists all items and the priority of the items that have been tabled or referred by City Council or one of its committees. The purpose of this report is to provide a list of the outstanding items for the Public Works & Infrastructure Committee as at November 30, 2017.

DISCUSSION

Lists of Outstanding Items are maintained for City Council and its main committees. Items on the list may originate from:

- a recommendation in a report which indicates that another report will be forthcoming;
- a motion adopted to refer an item back to the Administration or to request a report on a related matter;
- a motion adopted by City Council or another committee requesting the Administration to prepare a report.

The Office of the City Clerk is responsible for maintaining and updating the lists. Items remain on the list until a report or the committee recommends their removal. The list is updated with additions and deletions, as meetings are held and after review by the Executive Committee. The last review of outstanding items as at December 31, 2016, was considered by Executive Committee on January 18, 2017.

The following steps were taken to facilitate the annual review of the outstanding items:

- the list of outstanding items as at November 24, 2017 was circulated to departments for comments;
- the comments and lists were returned to the Office of the City Clerk for consolidation.

In 2017, the outstanding items report is first being circulated to the affected Committees prior to Executive Committee consideration. This process allows committees to have more detailed discussions of each item with the Administration and among themselves to determine priorities for Council consideration.

Attached to this report as Appendix “A” is a list of the outstanding public session items before the Public Works & Infrastructure Committee. To assist the Committee, the list has been updated by deleting any items which were removed by resolution of committee during 2017.

RECOMMENDATION IMPLICATIONS

Financial Implications

None with respect to this report.

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

Regular review of outstanding items provides both Council and the City Administration an opportunity to review and refocus priorities and resources as required based on current initiatives, needs of the community and corporate strategy.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

No specific public communication is required in relation to outstanding items. This report will be posted to the City of Regina website for public viewing.

DELEGATED AUTHORITY

Executive Committee is required to provide direction to the City Manager in relation to items on the outstanding items list for City Council or any of its committees along with directing any changes in priority.

Respectfully submitted,



Amber Ackerman,
A/Deputy City Clerk

Respectfully submitted,



Jim Nicol,
City Clerk

Report prepared by:
Kristina Gentile, Council Officer

**PUBLIC WORKS & INFRASTRUCTURE COMMITTEE
LIST OF OUTSTANDING ITEMS
AS AT NOVEMBER 30, 2017**

OPEN ITEMS

REPORT #:	MN16-8
DATE Tabled/REFERRED:	August 29, 2016
SUBJECT:	Councillor Barbara Young: Residential Roadways Program
MOTION:	<ol style="list-style-type: none">1. That a larger percent of Residential Road Renewal Program funding each year be directed toward roads in poor condition, especially level 3 and 4 'poor' condition roads until the backlog of 'poor' roads is significantly reduced.2. That the driving experience caused by excessively rough roads and the continuous ponding that limits access to streets and driveways be considered in the criteria for prioritizing street renewal of all 'poor' roads.3. That other sources of infrastructure funding be researched to offset the extremely poor condition of residential roads that have far exceeded their lifespan and adversely affect the lives of residents.4. That a report be provided back to the Public Works & Infrastructure Committee in Q4 of 2017.
DIVISION:	Transportation and Utilities
COMMENT:	Return Date: Q1 2018

REPORT #:	EX16-27
DATE TABLED/REFERRED:	September 14, 2016
SUBJECT:	Councillor John Findura – Noise-Attenuation
MOTION:	<ol style="list-style-type: none">1. That Administration review the City of Regina’s current Noise Attenuation Policy to ensure that it meets current standards and that those standards are being complied with.2. That Administration provide the results of the Noise Monitoring Study that was conducted in 2012.3. That a report back to the Public Works and Infrastructure Committee in Q4 of 2017 with the findings of the review of the policy, the Noise Monitoring Study and recommendations on any changes and associated costs.
DIVISION:	Transportation & Utilities
COMMENT:	Return Date: Q1 2018

REPORT #:	CR17-7
DATE TABLED/REFERRED:	January 30, 2017
SUBJECT:	Snow Routes Pilot Program
MOTION:	That City Council directs Administration to bring back a report in 2018 that evaluates the effectiveness of the Pilot Program, with future recommendations.
DIVISION:	Transportation & Utilities
COMMENT:	Return Date: Late Q3 2018

REPORT #:	CR17-52
DATE TABLED/REFERRED:	May 29, 2017
SUBJECT	Transportation Master Plan
MOTION:	<ol style="list-style-type: none">1. That City Council approve the attached Transportation Master Plan and authorize the use of the Transportation Master Plan as a guide for future transportation related decisions and actions.2. That Administration be directed to provide a progress report regarding implementation of the Transportation Master Plan to the Public Works and Infrastructure Committee by Q4 2018.
DIVISION/DEPARTMENT:	City Planning and Developing
COMMENT:	Return Date: Q4 2018