



## **CITY OF BELLEVILLE**

**Rick Kester**

**Chief Administrative Officer**

**Report No. CAO 2015 –08**

**November 9, 2015**

**To: Mayor and Members of Council**

**Subject: Request for Proposal CAO 2015-01 – Professional Consulting Services for the Concept Design and Site Selection of Belleville Police Service Headquarters**

### **Recommendation:**

**"THAT the Request for Proposal submission from Shoalts and Zaback be accepted for RFP CAO 2015-01, Professional Consulting Services for the Concept Design and Site Selection of Belleville Police Service Headquarters, in the amount of \$59,500 plus \$7,735 HST for a total amount of \$67,235, this being the lowest cost and most qualified proposal received and that the Mayor and the City Clerk be authorized to sign the Acceptance Agreement on behalf of the Corporation of the City of Belleville and that the City Clerk be authorized to affix the Corporate Seal."**

### **Strategic Plan Alignment:**

The City of Belleville's Strategic Plan identifies nine strategic themes. The recommendation within this report aligns with two of these themes; Infrastructure; invest in new infrastructure technologies to maximize efficiencies and better serve our citizens; and Community Health Safety & Security; ensure our residents are safe and secure.

### **Background:**

As per the direction provided by City Council at its meeting of May 11, 2015, the City of Belleville issued a Request for Proposal (RFP) to retain the professional consulting services (architectural/engineering) for the design and construction of the Belleville Police Service Headquarters.

Outlined within the RFP were the City owned sites under consideration:

- Neil H. Britton Operations Centre, 459 Sidney Street (Veridian/Belleville Water – Southeast corner College Street West & Sidney Street)
  - Two (2) options on this site - Renovate/expand existing building or build new on vacant land
- Fairgrounds/Ben Bleecker - Northeast corner of Bridge Street West & Sidney Street
- Fairgrounds - Northwest corner of Bridge Street West & Sidney Street

The City had numerous questions related to the scope of work relating to the initial RFP, therefore, the scope of work was revised through an addendum to include only the services related to the site selection process, finalization of the needs assessment and development of the final concept plan. Services related to detailed design, construction management, post construction management etc. will form part of another call for proposals once the City finalizes the site selection and develops the plan into a better defined final design and construction management assignment to be released later.

#### **Financial/Analysis:**

Request for Proposal CAO 2015-01 was issued on Friday, June 19, 2015, followed by four (4) Addendums being issued adjusting the closing date to Tuesday, August 11, 2015 at 1:00 p.m., local time. The following five (5) firms responded to the Request for Proposal CAO 2015-01 and are summarized as follows:

<b>Vendor</b>	<b>Proposal Submitted</b>	<b>HST at 13%</b>	<b>Total Tender Amount</b>	<b>Net Contract Cost to City*</b>
<b>Shoalts and Zaback</b>	<b>59,500.00</b>	<b>7,735.00</b>	<b>67,235.00</b>	<b>60,547.20</b>
<b>+VG Architects The Ventin Group</b>	<b>62,700.00</b>	<b>8,151.00</b>	<b>70,851.00</b>	<b>63,803.52</b>
<b>Rebanks Pepper Littlewood Architects</b>	<b>84,300.00</b>	<b>10,959.00</b>	<b>95,259.00</b>	<b>85,783.68</b>
<b>CS&amp;P Architects</b>	<b>91,100.00</b>	<b>11,843.00</b>	<b>102,943.00</b>	<b>92,703.26</b>
<b>FD Farrow Dreessen Architects Inc.</b>	<b>198,000.00</b>	<b>25,740.00</b>	<b>223,740.00</b>	<b>201,484.80</b>

\*Contract Cost net of all HST rebates and credits

The proposal submissions were reviewed for mathematical correctness and for compliance with the specifications, terms and conditions contained in RFP CAO 2015-01.

An evaluation committee was established to review the proposals and included:

Rick Kester, CAO

Rod Bovay, Director of Engineering & Development Services

Matt MacDonald, Acting Director of Corporate Services/Clerk

Joel Carr-Braint, Property Manager

Mayor Taso Christopher, Police Services Board

Chief of Police Cory MacKay, Police Services Board

Deputy Chief of Police Ron Gignac, Police Services Board

The following criteria was used to evaluate the proposal submissions:

<b>EVALUATION CRITERIA</b>	<b>POINTS</b>
Demonstrated Firm Experience and Project Understanding (5%)	15
Experienced Professionals (Consultant and Sub-Consultants) to be dedicated to the project (20%)	60
Project Approach to Key Deliverables (25%)	75
Local Knowledge/Experience and Local Support (5%)	15
Cost of Consulting Services (40%)	120
Overall Quality of Proposal (5%)	15
<b>TOTAL Proposal Evaluation Score</b>	<b>300</b>

All proposal submissions were evaluated and scored by the evaluation committee in accordance with the above noted evaluation criteria. Upon completion of scoring and evaluation a meeting was held by the committee on November 2, 2015 to review the results and finalize the overall rankings for the proposals as follows:

<b>Vendor</b>	<b>RANKING</b>
Shoalts and Zaback	1 <sup>st</sup>
+VG Architects The Ventin Group	2 <sup>nd</sup>
Rebanks Pepper Littlewood Architects	3 <sup>rd</sup>
CS&P Architects	4 <sup>th</sup>
FD Farrow Dreessen Architects Inc.	5 <sup>th</sup>

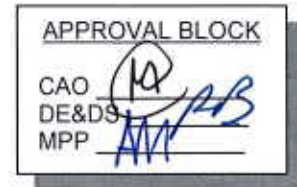
**Conclusion:**

It is recommended that Request for Proposal, RFP-CAO 2015-01 Professional Consulting Services for the Concept Design and Site Selection of Belleville Police Service Headquarters be awarded to Shoalts and Zaback in the amount of \$59,500 plus \$7,735 HST for a total amount of \$67,235 as their proposal scored highest in the evaluation and provides greatest value to the City.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Kester', with a long horizontal stroke extending to the right.

Rick Kester  
Chief Administrative Officer



**CITY OF BELLEVILLE**  
**ENGINEERING & DEVELOPMENT SERVICES DEPARTMENT**  
**PLANNING SECTION**  
**Greg Pinchin, Special Projects Planner**  
**Report No. PP-2015-39**  
**November 9, 2015**

**To:** Mayor and Members of Council

**Subject:** Façade Improvement Program - Proposed Grant Allocation for 210 Pinnacle Street, Belleville, Ontario

**Recommendation:**

"THAT the Grant allocation for 210 Pinnacle Street recommended by the Façade Improvement Committee as set out in Special Projects Planner's Report PP-2015-39, Façade Improvement Program – Proposed Grant Allocation for 210 Pinnacle Street, Belleville, Ontario be approved, subject to the requirements of the Façade Improvement Committee; and

THAT the Mayor and City Clerk be authorized to sign the Commitment Agreement with the Grant recipient on behalf of The Corporation of the City of Belleville and that the City Clerk be authorized to affix the Corporate Seal."

**Strategic Plan Alignment:**

The City of Belleville's Strategic Plan identifies nine (9) strategic themes. The recommendation within this Report aligns with the City's strategic theme "City centre revitalization" and its goals to improve the image of the City, counter urban decay, and create an environment that will stimulate investment. Façade Improvement Grant allocations under the Community Improvement Plan for Belleville's Downtown stimulate private sector investment in revitalization.

**Background:**

The Façade Improvement Committee discussed the application for 210 Pinnacle Street at their Meeting of October 29, 2015 and approved the following resolution:

"THAT the Façade Improvement Committee recommend to City Council that the maximum Grant allocation for the 2015 Façade Improvement Program Application for 210 Pinnacle Street – The Belleville Club, be approved in the amount of \$20,000 subject to the requirements of the Façade Improvement Committee."

The Committee supports the proposal for 210 Pinnacle Street as an important restoration for the building's masonry, wood and decorative metal elements. The Applicant has independently addressed other masonry and storefront elements in previous years. The building location is shown in Appendix 'A' to this Report, and photographs of the façades to be improved are included as Appendix 'B'.

Council currently has just over \$97,000 available between the Program's budget and Reserve Fund to be allocated to projects. Approval of the recommendations in this Report will leave just over \$77,000 available for other applications.

Property	Owner/Applicant	Recommended Improvements	2015 Allocation
210 Pinnacle Street	Belleville Club	Decorative metal band restoration Masonry pointing, broken sill repair, brick replacement South wall storefront paint, trim and deteriorated wood replacement	\$20,000
<b>TOTAL Budget to be Allocated:</b>			<b>\$20,000</b>
Unallocated (Budget plus Reserve Fund) Remaining After Approval			\$77,375

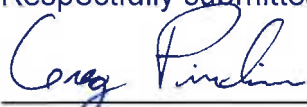
**Financial:**

Funds for the Grants will be drawn from the Façade Improvement Program budget and reserve fund.

**Conclusion:**

The Applicant has proposed improvements to property and the Façade Improvement Committee is satisfied that they fall within the Program's Design and Procedural Guidelines and will improve the appearance of the property. Approval of this Grant allocation totalling \$20,000 is recommended.

Respectfully submitted,



Greg Pinchin  
Special Projects Planner

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Appendix 'A' to Report PP-2015-39

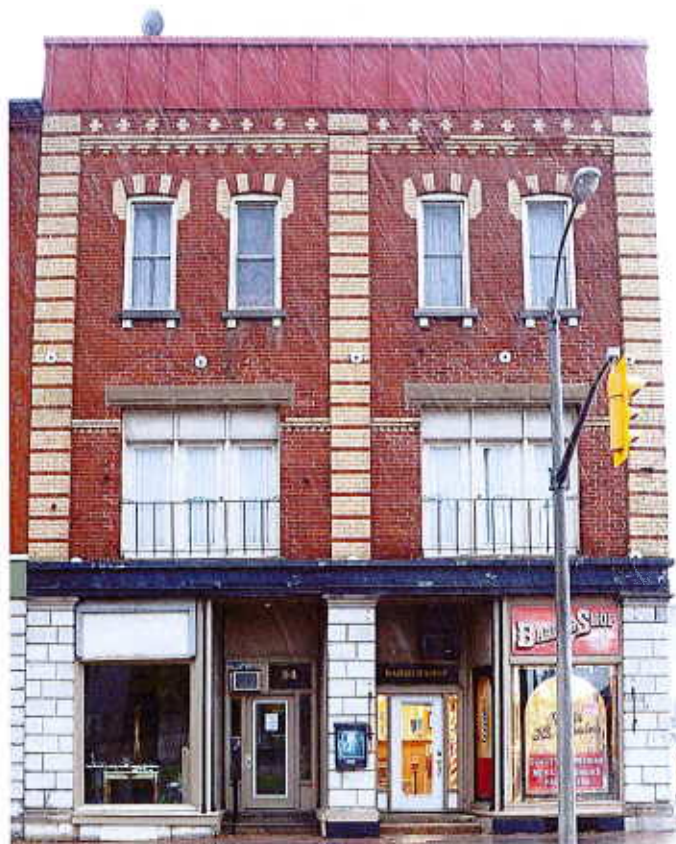
Location Map



Appendix 'B' to Report PP-2015-39

Subject Building

210 Pinnacle Street







**CITY OF BELLEVILLE**  
Rod Bovay, Director  
Engineering & Development Services  
Report No. ENG-2015-32  
November 9, 2015

APPROVAL BLOCK	
CAO	<u>MA</u>
DF	<u>RC</u>
DRCCS	<u>MF for DF</u>

**To: Mayor and Members of Council**

**Subject: City Centre Revitalization & Redevelopment Project  
Financial Summary**

**Recommendation:**

**“THAT the Director of Engineering and Development Services Report No. ENG-2015-32 City Centre Revitalization & Redevelopment Project Financial Summary, be received.”**

**Strategic Plan Alignment:**

The City of Belleville’s Strategic Plan identifies nine strategic themes. This report aligns with all of the strategic themes which includes Infrastructure; Industrial and Commercial Development; Residential Development; Transportation and Mobility; City Centre Revitalization; Cultural and Recreation; Tourism and Waterfront Revitalization; Community Health, Safety and Security; and Environment.

**Background:**

On April 13, 2015, Council awarded Contract ENG2015-06 City Centre Revitalization and Redevelopment (CCRR) Project Construction Contract Phase 1 to Len Corcoran Excavating Limited at a net cost to the City of \$8,506,887.71. This contract is included in the overall project budget of \$21,050,000.00, and postdates work that has been underway since this project commenced in 2012.

During construction of the Phase 1 project, costs and constructability have been closely administered and monitored with impacts related to future phases of the project.

**Financial/Analysis:**

A financial summary has been completed outlining expenditures incurred over four (4) years since the Downtown redevelopment vision first commenced in 2012 with the design and tendering of the Campbell Street Redevelopment project. The financial summary includes funds committed to complete Phase 1 construction.

Of the proposed three (3) construction phases proposed for the CCRR Project, this first phase represents the most complex phase of the project as other phases do not require the same level of sanitary and storm sewer replacement work.

Expenditures calculated to date include planning for the Campbell Street Redevelopment Project in 2012, preliminary and final design fees for the CCRR Project, consulting fees, design and construction of the Kick-start project, Phase 1 construction tender, procurement of the street lights, contract administration, and project management. It is important to note that several expenditures incurred to date represent elements for all three (3) phases of the project, including design fees and street lighting.

**Conclusions:**

The total expenditures to date including net HST are approximately \$13.5M.

**Attachments:**

1. Financial Summary – City Centre Revitalization & Reconstruction Project

Respectfully submitted,



Rod Bovay,  
Director, Engineering and Development Services

City Centre Revitalization & Redevelopment Project			
2012 - October 2015			
Overall Combined Project			
Item			Total Expenditures/ Committed Funds
<b>1 Design Services</b>			
1.1	Consulting (Architectural/ Engineering/ Surveying/ etc.)		\$ 2,343,780
<b>1.2 Project Management</b>			
1.2.1	Stantec Consulting		\$ 157,191
<b>1.3 City</b>			
1.3.1	Miscellaneous		\$ 15,811
1.3.2	City Engineering		\$ 357,817
			\$ 373,628
<b>Sub Total Design</b>			<b>\$ 2,874,599</b>
<b>2 Construction</b>			
<b>2.1 Contractor</b>			
2.1.1	Kickstart Project		\$ 722,530
<b>2.2 Construction Tender</b>			
2.2.1	General Items		\$ 560,000
2.2.2	Site Preparation & Removals		\$ 1,573,850
2.2.3	Underground Works		\$ 2,539,140
2.2.4	Surface Works		\$ 2,556,286
2.2.5	Electrical Works		\$ 707,060
2.2.6	Provisional Items		\$ 273,420
2.2.7	Contingency		\$ 150,000
			\$ 8,359,756
2.2.8	Other Construction Items (streetlights, benches, clay pavers)		\$ 1,272,806
<b>2.3 Contract Admin</b>			
2.3.1	CA Tender		\$ 304,771
<b>Sub Total Construction</b>			<b>\$ 10,659,863</b>
<b>3 Other</b>			
3.1	Applications and Permits		\$ 4,000
<b>Sub Total Other</b>			<b>\$ 4,000</b>
<b>Total Expenditures/ Committed Funds</b>			<b>\$ 13,538,462</b>
<p>** Figures reflect the most recent financial summary (4-Nov-15). Summary does not include cost of Phase 1 clay brick as final costs are under negotiation between the City and Contractor. Final cost of the clay brick for Phase 1 is anticipated to be approximately \$200,000.00</p>			



**CITY OF BELLEVILLE**  
Rod Bovay, Director  
Engineering & Development Services  
Report No. ENG-2015-33  
November 9, 2015

APPROVAL BLOCK	
CAO	
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DRCCS	

**To: Mayor and Members of Council**

**Subject: City Centre Revitalization and Redevelopment Project – Phase 3 Implementation Strategy**

**Recommendation:**

**“THAT the Director of Engineering and Development Services Report No. ENG-2015-33 City Centre Revitalization and Redevelopment Project – Phase 3 Implementation Strategy, be received.”**

**Strategic Plan Alignment:**

The City of Belleville’s Strategic Plan identifies nine strategic themes. This report aligns with all of the strategic themes which includes Infrastructure; Industrial and Commercial Development; Residential Development; Transportation and Mobility; City Centre Revitalization; Cultural and Recreation; Tourism and Waterfront Revitalization; Community Health, Safety and Security; and Environment.

**Background:**

On October 27, 2015, Council received Report No. ENG-2015-31 City Centre Revitalization & Redevelopment Project Budget Review (See Attachment 1: Report No. ENG-2015-31). This report identified three (3) options for moving forward with completion of the City Centre Revitalization & Redevelopment (CCRR) Project based on recent updated estimates received for completing Phases 2 and 3 of the project. The following resolution was approved by Council following receipt of this report:

“THAT the Director of Engineering & Development Services Report No. ENG-2015-31 City Centre Revitalization and Redevelopment Project Budget Review, be received; and,

THAT pursuant to Report No. ENG-2015-31, Council approves that staff proceed with Phase 2 of the project (Front Street from Victoria Avenue to Bridge Street, including Victoria Avenue and Campbell Street).”

With the City's vision for redevelopment and private investment being realized within the Phase 3 area (Front Street from Bridge Street East to Dundas Street East, Bridge Street East, McAnnany Street and Market Street), and the opportunity for future development of a number of key assets, tendering Phase 2 in 2016 and Phase 3 at a later date is an appropriate strategy moving forward as this allows the CCRR project to continue towards completion while allowing additional time for the vision and plans for the Phase 3 area to develop. Furthermore, this option provides opportunity to closely manage the project expenditures in consideration of the existing project budget and enables the City to investigate and potentially secure infrastructure funding through other sources or programs.

#### **Financial/Analysis:**

With the City proceeding with a review of the design and reconstruction plans for Phase 3 tender as a separate project, further financial analysis has been completed on the CCRR Project and Build Belleville Program budget in its entirety to determine the overall status of projects and to identify any unallocated funds that may be available to complete Phase 3 construction of the CCRR Project.

As noted in Report No. ENG-2015-31, as much as an estimated \$10.1M in additional funding could be required based on current design elements in order to complete Phase 3 of the CCRR Project in its entirety. The project estimates provided for phases 2 and 3 are based on costs being dictated by market conditions and the prices received for Phase 1 construction.

A financial summary representing 22 Build Belleville Projects budgeted at \$143M has been completed based on expenditures recorded up to October 30, 2015 (*see Attachment 2: Build Belleville Program Financial Summary*). This summary outlines total expenditures and commitments, funds remaining for active and completed projects, and the funding source for each project.

The purpose of this review is to present possible implementation strategies which could be used to make available the additional funding required to complete all three phases of the CCRR project. Based on this preliminary financial analysis, there are a number of possible strategies moving forward that could provide additional project funding for Phase 3 construction with the following strategies considered to be the most feasible.

### Strategy 1: Reallocation of funds remaining from completed Build Belleville Projects.

To date, five (5) projects have been completed under the Build Belleville program, all of which have been completed under budget presenting a variance of approximately \$1.3M. These funds, in addition to funds from other projects that are likely to be completed for less than their approved project amount (i.e. Solar FIT Program), could be reallocated to the CCRR Project budget to offset at least some of the additional CCRR project costs.

### Strategy 2: Review allocation of funding sources.

The Build Belleville Program includes 22 capital projects and operates within a total budget of \$143M. There are a number of funding sources allocated to this budget including taxation, tax funded long-term debt, rate funded long-term debt, reserve funds, grants, Federal gas tax, wastewater rates, and water rates. The Build Belleville Capital Program financial plan supports \$111M in long-term debt (of which \$81M is tax funded long-term debt). Since the approval of this program, new funding programs and opportunities have been realized that could allow for long-term debt requirements on some projects to be reduced thereby allowing this long-term debt to be reallocated to other projects without exceeding the \$81M tax funded Build Belleville allocation.

For example, the City received \$3.25M in grant funding from both the Provincial and Federal governments that has been applied to the Bay Bridge Road/ Dundas Street West Reconstruction Project. The original \$5.5M in long-term debt allocated to this project has now been reduced to \$2.5M based on the distribution of these grant dollars. As a result, \$3M in long-term debt financing could now be available for possible reallocation. There are other transfer fund programs in place which could be allocated toward Build Belleville projects in lieu of the planned long-term debt financing. The resulting long-term debt reductions from those projects could be redirected to the CCRR Project.

### Strategy 3: Secure infrastructure funding through external sources or programs.

Infrastructure funding is a clear priority for the Federal government, with much discussion about increasing federal infrastructure investment over the next decade and providing new dedicated funding to municipalities for public infrastructure. With the City's vision for redevelopment and private investment being realized within the Phase 3 area, and the opportunity for future development of a number of key assets, the City can develop a larger vision for Phase 3 and therefore be prepared to take advantage of new infrastructure funding opportunities provided by the provincial and federal governments.

**Conclusions:**

If these strategies are supported, staff is confident that the CCRR project can be completed within the original Build Belleville financial model with no additional or new burden on the tax payer. It is recommended that a detailed review of the Build Belleville Program be completed to determine where program funds can be redirected, how funding sources can be reallocated, and whether there are inactive projects within the program that can be deferred to future.

When the tender prices have been received for Phase 2 of the CCRR project, it will then be possible to update and assess the overall CCRR project costs. Furthermore, several other Build Belleville projects will have sufficiently advanced so staff can confirm what other projects will be completed under budget. At that time staff will be in a better position to offer a definitive strategy for Phase 3 of the CCRR project while investigating funding opportunities, and complete an Implementation Plan for Phase 3 as a separate project.

**Attachments:**

1. Report No. ENG-2015-31 City Centre Revitalization & Redevelopment Project Budget Review
2. Build Belleville Program Financial Summary

Respectfully submitted,



Rod Bovay,  
Director, Engineering and Development Services



**CITY OF BELLEVILLE**  
Rod Bovay, Director  
Engineering & Development Services  
Report No. ENG-2015-31  
October 27, 2015

<b>APPROVAL BLOCK</b>	
CAO	_____
DF	_____
DRCCS	_____

**To: Mayor and Members of Council**

**Subject: City Centre Revitalization & Redevelopment  
Project Budget Review**

**Recommendation:**

**“THAT the Director of Engineering and Development Services Report No. ENG-2015-31 City Centre Revitalization and Redevelopment Project Budget Review, be received.”**

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**Strategic Plan Alignment:**

The City of Belleville’s Strategic Plan identifies nine strategic themes. This report aligns with all of the strategic themes which includes Infrastructure; Industrial and Commercial Development; Residential Development; Transportation and Mobility; City Centre Revitalization; Cultural and Recreation; Tourism and Waterfront Revitalization; Community Health, Safety and Security; and Environment.

**Background:**

Staff has completed a detailed review of the design for Phases 2 and 3 construction to identify areas where cost savings could be realized. The purpose of this report is to provide an update on the outcome of the review and to identify options as the City moves forward with this project.

On April 13, 2015, Council awarded Contract ENG2015-06 City Centre Revitalization and Redevelopment Project Construction Contract Phase 1 to Len Corcoran Excavating Limited at a net cost to the City of \$8,506,887.71. This contract is included in the overall project budget of \$21,050,000.00.



Options	Construction estimates (plus HST)		Estimated Updated Project Budget	Estimated variance from original budget of \$21,050,000	
	Low	High		Amount	Percent
Option 1	\$10,395,000	\$14,823,000	\$31,119,000	\$10,069,000	48%
Option 2	\$4,841,000	\$7,067,000	\$21,989,000	\$939,000	4%
Option 3	\$8,599,000	\$12,745,000	\$28,638,000	\$7,588,000	36%

Option 1: Complete all aspects of CCRR project over two years.

If Phases 2 and 3 are re-tendered as one contract with no changes, based on recently experienced market values of such highly complex and demanding specialized civil construction, **it will be necessary to increase the project budget by approximately \$10.1M to an amended total of approximately \$31.2M.**

Option 2: Complete Phase 2 construction (Front Street from Victoria Avenue to Bridge Street, including Victoria Avenue and Campbell Street). Review design and reconstruction plans for Phase 3 and tender as a separate project.

With multiple development opportunities being planned within the Phase 3 construction limits (i.e. Century Village Development, Memorial Arena, Market Square, Intelligencer Building, Waterfront development); tendering Phase 3 separately within the next 2 to 5 years would ensure that public funds being invested compliment the needs of future private investors and that the local businesses, property owners and those who inhabit the Downtown Core will have some time to recoup from the two years of construction in that district. Completing Phase 3 within the next 2 to 5 years would not prevent further or future land and building development from occurring within the project area if reconstruction is completed on Front Street up to Bridge Street in 2016.

**If the project is to be re-tendered in this form, it may be necessary to increase the project budget to reflect the as tendered prices received through a competitive tendering process which will reflect current 2016 market conditions.**

Option 3: Complete Front Street and Bridge Street reconstruction over two years. Review design and reconstruction plans for side streets (Victoria Avenue, Campbell Street, McAnnany Street and Market Street) and tender as a separate project.

The redevelopment of Front Street is key for future private investment to be realized, with Bridge Street being the next priority in terms of infrastructure needs. Reconstruction of the side streets, including Victoria Avenue, Campbell Street, McAnnany Street and Market Street, could be tendered as a separate project with

reconstruction of these streets being driven by future development revenues and other potential grant funds realized over a 2 to 5 year period.

**If the project is to be re-tendered in this form, it will be necessary to increase the project budget by approximately \$7.6M to an amended total of \$28.7M.**

As noted above, the project estimates provided for each option are based on costs being dictated by market conditions and the prices received for Phase 1 construction (refer to *Attachment 2 - Market Conditions Memorandum*). Although amendments have been made to the proposed traffic management plan by allowing some full road closures for Phases 2 and 3 construction compared to the staging required during Phase 1 construction, it is quite possible that construction cost savings could be realized as a result of these closures, however there is no guarantee that cost savings will be realized when the contract for future phases is tendered.

With the City's vision for redevelopment and private investment being realized with the Phase 3 area, and the opportunity for future development of a number of key assets, tendering Phase 3 separately as identified in Option 2 is the recommended strategy moving forward as this allows the CCRR project to continue towards completion while allowing additional time for the vision and plans for the Phase 3 area to develop. Furthermore, Option 2 provides opportunity to stay within the currently allocated budget and enables the City to investigate and potentially secure infrastructure funding through other sources or programs. Finally, it will provide impacted stakeholders the opportunity to recoup from two years of heavy construction.

### **Conclusions:**

With no guarantee that cost savings will be realized by tendering Phase 2 and 3 as one contract, and with multiple opportunities for future public/ private partnerships and funding opportunities for Phase 3 reconstruction, it is recommended that the City Centre Revitalization and Redevelopment Project proceed to tendering with the Phase 2 contract in 2016, while developing a larger vision for Phase 3 and investigating funding opportunities for Phase 3 as a separate project.

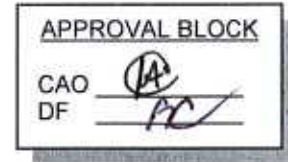
### **Attachments:**

1. Presentation: CCRR Project Budget Review
2. Memo: Market Conditions – Municipal Downtown Infrastructure Reconstruction Projects

Respectfully submitted,

Rod Bovay,  
Director, Engineering and Development Services





**CITY OF BELLEVILLE**  
**Larry Glover, Manager of Parks & Open Spaces**  
**Environmental and Operational Services**  
**Report No. MP&OS-2015-08**  
**November 9, 2015**

**To: Mayor and Members of Council**

**Subject: Contract No. PRKS-2015-06**  
**Re Landscaping at Memorial Park Tribute Garden**

**Recommendation:**

“That the Tender submissions for Contract No. PRKS-2015-06 re Landscaping at Memorial Park Tribute Garden be rejected and Contract No. PRKS-2015-06 be cancelled as the tender submissions received exceeds the approved project budget.”

**Strategic Plan Alignment:**

The City of Belleville’s Strategic plan identifies nine strategic themes. This report strongly aligns with the “Culture and Recreation” theme “to plan and develop a parks system with facilities and services that promote health and wellness and address the needs of an aging population and our youth”.

**Background:**

City Council approved Issue 1.079 Memorial Tribute Garden Construction in the 2015 Capital Budget for a total amount of \$100,000. This includes a \$10,000 donation from the Belleville Garden Club.

The Garden was developed in the 1980’s in cooperation with the Belleville Garden Club. It has deteriorated and is in need of refurbishment. The building of the Veterans Memorial Bridge and Bell Boulevard extension from North Park Street to Adam Street changed the character and vantage point of the garden features.

The design and tender documents were prepared by Heartland Environmental Design of Stirling, Ontario with input from Parks & Open Spaces management and the executive and membership of the Belleville Garden Club. Since the 1980’s The Belleville Garden Club has had a long history of partnership with the City in the development and maintenance of the Memorial Gardens.

Landscaping included in this tender was one of two components of the Tribute Garden. The second is the fabrication and installation of an overhead metal pergola structure. Landscaping was anticipated to cost approximately \$65,000 with the fabrication and installation of the Pergola Structure anticipated to be approximately \$35,000.

The Tender for Contract No. PRKS-2015-06 re Landscaping at Memorial Park Tribute Garden was issued on August 31, 2015. The tenders were opened on the closing date of September 14, 2015 at 1:00 pm in the Council Chamber with the following staff in attendance:

- Christine Fradley, Purchasing Supervisor
- Amy McMillan, Purchasing Assistant
- Larry Glover, Manager of Parks and Open Spaces

**Financial/Analysis:**

In total six (6) tenders were received and are summarized below:

Contractor	Bid Amount	13% HST	Total Tender Amount	*Net Cost to City	Budget Amount
CSL Group Ltd.	\$89,437.50	\$11,626.88	\$101,064.38	\$ 91,011.60	\$65,000
1549791 Ontario Inc. O/A Al White Landscaping & Excavating Limited	\$94,398.95	\$12,271.86	\$106,670.81	\$ 96,060.37	\$65,000
Essential Soils Landscaping	\$97,692.94	\$12,700.08	\$110,393.02	\$ 99,412.34	\$65,000
Wentworth Landscaping	\$104,290.00	\$13,557.70	\$117,847.70	\$106,125.50	\$65,000
Jeffrey G. Wallans Construction	\$114,550.00	\$14,891.50	\$129,441.50	\$116,566.08	\$65,000
Parkside Landscaping	\$146,410.00	\$19,033.30	\$165,443.30	\$148,986.82	\$65,000

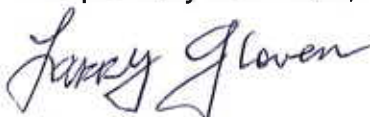
Each bid was verified for completeness and mathematical correctness and found to be compliant with the City's Purchasing By-Law.

Given that the Tender bid results for Landscaping were well above the budget allowance of \$65,000, the Consultant, Heartland Environmental Design and city staff met to review the Garden Design and the tender results to find efficiencies and cost savings. The Consultant and staff believe that if the project was re-advertised as a Request for Proposal Document the required flexibility can be attained to bring the project in line with the \$65,000 budget allocation while maintaining the design intent.

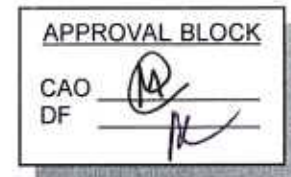
**Conclusion:**

It is recommended that all tender submissions for Contract No. PRKS-2015-06 re Landscaping at Memorial Park Tribute Garden be rejected and that Contract PRKS-2015-06 be cancelled and that staff review the specifications and scope of the project to bring within budget.

Respectfully submitted,



Larry Glover,  
Parks and Open Space Manager



**CITY OF BELLEVILLE**  
**Pat McNulty Manager of Transportation & Fleet Services**  
**Environmental & Operational Services**  
**Report No. MT&FS-2015- 31**  
**November 9, 2015**

**To: Mayor and Members of Council**

**Subject: Contract No. RFP-EOS-2015-13 Re Consulting Services for Detailed Design for the Rehabilitation of a 1500mm Sanitary Forcemain including Contract Administration and Inspection**

**Recommendation:**

“THAT the Request for Proposal submission from Asterisk Engineering Corp. for Contract No. RFP-EOS-2015-13 re Consulting Services for Detailed Design for the Rehabilitation of a 1500mm Sanitary Forcemain including Contract Administration and Inspection be accepted in the amount of \$90,090.00, plus \$11,711.70 HST for a total of \$101,801.70, this being the lowest proposal received, and that the Mayor and the City Clerk be authorized to sign the Acceptance Agreement on behalf of The Corporation of the City of Belleville and that the City Clerk be authorized to affix the Corporate Seal.”

**Strategic Plan Alignment:**

The City of Belleville’s Strategic Plan identifies nine strategic themes. This report aligns with the “Infrastructure” strategic theme to “Develop asset management strategies and programs to resolve delivery shortfalls and protect our investment in existing infrastructure”.

**Background:**

In November of 2014 a soil drilling company, working for a consultant, drilled into the 1500mm Sanitary Forcemain in the parkette at the corner of Pinnacle Street and South Front Street. Emergency repair was done at the time of the incident, but the repair only addressed the leakage. Due to the type of pipe the damaged piece must be replaced in order to ensure the structural integrity of the pipe.

This repair is extensive and complex and requires an engineering firm to be contracted to design, contract, manage, and inspect the work. The repair must be done with the flows live as there is no way to divert the flow of this 1500mm Sanitary Pressure Pipe.

A request for proposal was prepared and closed on Monday, October 5 at 1:00 PM.

### Financial/Analysis:

The proposals were submitted and are summarized in the following table:

Contractor	Bid Price	13% HST	Tender Amount	Net Contract Cost to City*
Asterisk Engineering Corporation.	\$90,090.00	\$11,711.70	\$101,801.70	\$91,675.58
AECOM	\$147,936.00	\$19,231.68	\$167,167.68	\$150,539.67

\*Net cost to City including HST rebates

Each submission was reviewed and scored in accordance with the evaluation criteria set out in the request for proposal. The evaluation criteria and results were as follows:

EVALUATION CRITERIA	WEIGHT	RANK	CONSULTANT
Overall Submission Quality and Completeness	5%	1	Asterisk Engineering Corporation
Relevant Proponent Experience	10%	2	AECOM
Project Approach and Key Deliverables	35%		
Cost	30%		
Assigned Staff Experience	20%		
<b>TOTAL</b>	<b>100%</b>		

The proposal from Asterisk Engineering Corporation was the lowest cost received and met all specifications as outlined in the RFP. Their bid demonstrated understanding of the project and competence to complete this assignment.

### Conclusion:

It is recommended that the Asterisk Engineering Corporation be awarded Contract No. RFP-EOS-2015-13 Re Consulting Services for Detailed Design for the Rehabilitation of a 1500mm Sanitary Forcemain including Contract Administration.

Respectfully submitted,



Pat McNulty C.E.T.  
Manager of Transportation & Fleet Services