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STAFF REPORT: Infrastructure and Public Works



REPORT TO: **Committee of the Whole**
MEETING DATE: **June 27, 2016**
REPORT NO.: **CSPW.16.092**
SUBJECT: **Hidden Lake Road Area
Environmental Assessment –
Engineering Services**

PREPARED BY: **Reg Russwurm, Director of
Infrastructure and Public Works on
behalf of the Tender / Proposal Award
Committee (TPAC)**

A. Recommendations

THAT Council receive Staff Report CSPW.16.092 entitled “Hidden Lake Road Area Environmental Assessment – Engineering Services”;

AND THAT Council approve the award of the Environmental Assessment and Preliminary Design for the Hidden Lake Road Area (2016-12-P-IPW) to C.C. Tatham and Associates Ltd. in the amount of \$163,715 excluding HST, consisting of \$155,715 upset cost estimate plus \$8,000 fee contingency,

AND THAT the Mayor and Clerk be authorized to execute the Contract Documents for the Environmental Assessment and Preliminary Design for the Hidden Lake Road Area (2016-12-P-IPW) with C.C. Tatham and Associates Ltd.

B. Background

The purpose of this Report is to receive Council approval to retain consulting engineering services to undertake a Municipal Class Environmental Assessment and Preliminary Design for the Hidden Lake Road Area.

Study Context

At minimum, the following will be addressed during the Environmental Assessment (EA). The respective study areas are provided in Attachments 1, 2 and 3.

Road Network

The primary purpose to undertake this Environmental Assessment is to consider and plan the future road network in the Hidden Lake Road Area to address development access and existing road structure deficiencies. A particular challenge is the east/west portion of Hidden Lake Road due to a steep road grade section and cross slope stability. Drainage as well is an issue. Adequate geotechnical investigation will be required to understand the underlying nature of the soils. The possibility exists that a new road corridor may be necessary.

Wastewater Servicing

In November 2002 the Town issued the Comprehensive Environmental Study Report for the Lora Bay, Clarksburg, Thornbury and Camperdown Service Areas, Phase 2 Report. An addendum to this study was completed in April 2005 which modified the proposed sanitary collection system in the Hidden Lake Road Area. In June 2006, the Town issued the Combined Environmental Assessment Master Plan for Craigleith, Castle Glen and Osler, Phase 2 Final Report that incorporated the findings of the 2005 addendum.

Given questions related to the wastewater service areas, possible road network changes, the age of the afore mentioned Environmental Assessments (EA's) and that works will be funded by development and local benefiting residents, a review of the servicing scheme and engagement of stakeholders is warranted.

Water Servicing

The existing residents in the Hidden Lake Road Area are provided with municipal water however hydraulic deficiencies have been identified in the Town's Water Distribution Capital Improvement Study. In addition there is a break history in the area. Since the water servicing solution may depend on the area road network, addressing the water servicing needs as part of this study is appropriate.

Scope of Work

The scope of work for this assignment includes satisfying Phases 1 & 2 of the Municipal Class Environmental Assessment process and is to culminate in the submission of a Preliminary Design Report for the Preferred Solution. A wide range of possible solutions will be evaluated and include, but are not necessarily limited to:

1. Do Nothing;
2. Modifications to all or parts of the existing infrastructure;
3. Complete servicing redesign of the subject area;
4. Other options or combination of options arising during the Environmental Assessment.

The project will include, but will not be limited to, the following major tasks:

- | | |
|---------|---|
| Task 1: | Collect and Review Background Information |
| Task 2: | Develop and Implement a Public Communication Plan |
| Task 3: | Prepare Supporting Studies |
| Task 4: | Phase 1 - Identify the Problem or Opportunity |
| Task 5: | Phase 2 - Identify and Evaluate Alternative Solutions |

Task 6: Prepare Preliminary Design Report

Consultant Selection

The Consultant selection was a two stage process. During the first stage, Letters of Interest (LOI's) were received on April 14, 2016. Two consultants were shortlisted and their Detailed Work Plans and Upset Fee Estimates in separate sealed envelopes were received on May 26, 2016.

The Consultant Selection Team, consisting of, Mike Humphries, John Caswell and Reg Russwurm satisfied themselves that the proposals were complete.

Consultants were evaluated based on the following weighted evaluation factors:

Quality Factors

Firm's Qualifications and Experience on Similar Assignments	10%
Project Team's Experience	20%
Project Understanding and Approach	15%
Work Plan, Methodology, Communication and Quality Assurance Plan	20%
Project Schedule	10%

Fee Factor

25%

Total

100%

Evaluations were conducted as per the Town's Purchasing Policy, FS.08.08.

The consultant achieving the highest combined weighted quality and fee factor was C.C. Tatham and Associated Ltd. In addition to their stated upset cost estimate of \$155,715 to undertake the assignment, Staff is requesting a contingency of \$8,000 in the event that additional boreholes or other investigational works are required. Staff therefore recommend that Council approves the award of the Environmental Assessment and Preliminary Design for the Hidden Lake Area (2016-12-P-IPW) to C.C. Tatham and Associates Ltd. in the amount of \$163,715 excluding HST, consisting of \$155,715 upset cost estimate plus \$8,000 fee contingency, and as well that the Mayor and Clerk be authorized to execute the Contract Documents for the Environmental Assessment and Preliminary Design for the Hidden Lake Area (2016-12-P-IPW) with C.C. Tatham and Associates Ltd.

C. The Blue Mountains' Strategic Plan

The adoption of the recommendation aids in achieving Strategic Goal #5 - Ensure that our infrastructure is sustainable.

D. Environmental Impacts

The Municipal Class Environmental Assessment process is structured such that impacts to natural environment are given prominent consideration.

E. Financial Impact

The 2016 Capital Budget contained \$165,000 to undertake the Environmental Assessment and Preliminary Design over 2016 and 2017 to be funded from the Roads and Related DC Reserve Fund.

F. In Consultation With

Sam Dinsmore, Deputy Treasurer/Manager of Budgets & Accounting

Serena Wilgress, Manager of Purchasing

G. Attached

1. Figure 1 – Area for Roads and Drainage consideration
2. Figure 2 – Area for Wastewater Servicing consideration
3. Figure 3 – Area for Water Servicing consideration

Respectfully submitted,

Reg Russwurm

Reg Russwurm, MBA, P.Eng
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Troy Speck

Troy Speck, CAO

Reg Russwurm

Reg Russwurm, Director
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Serena Wilgress

Serena Wilgress,
Manager of Purchasing
& Risk Management

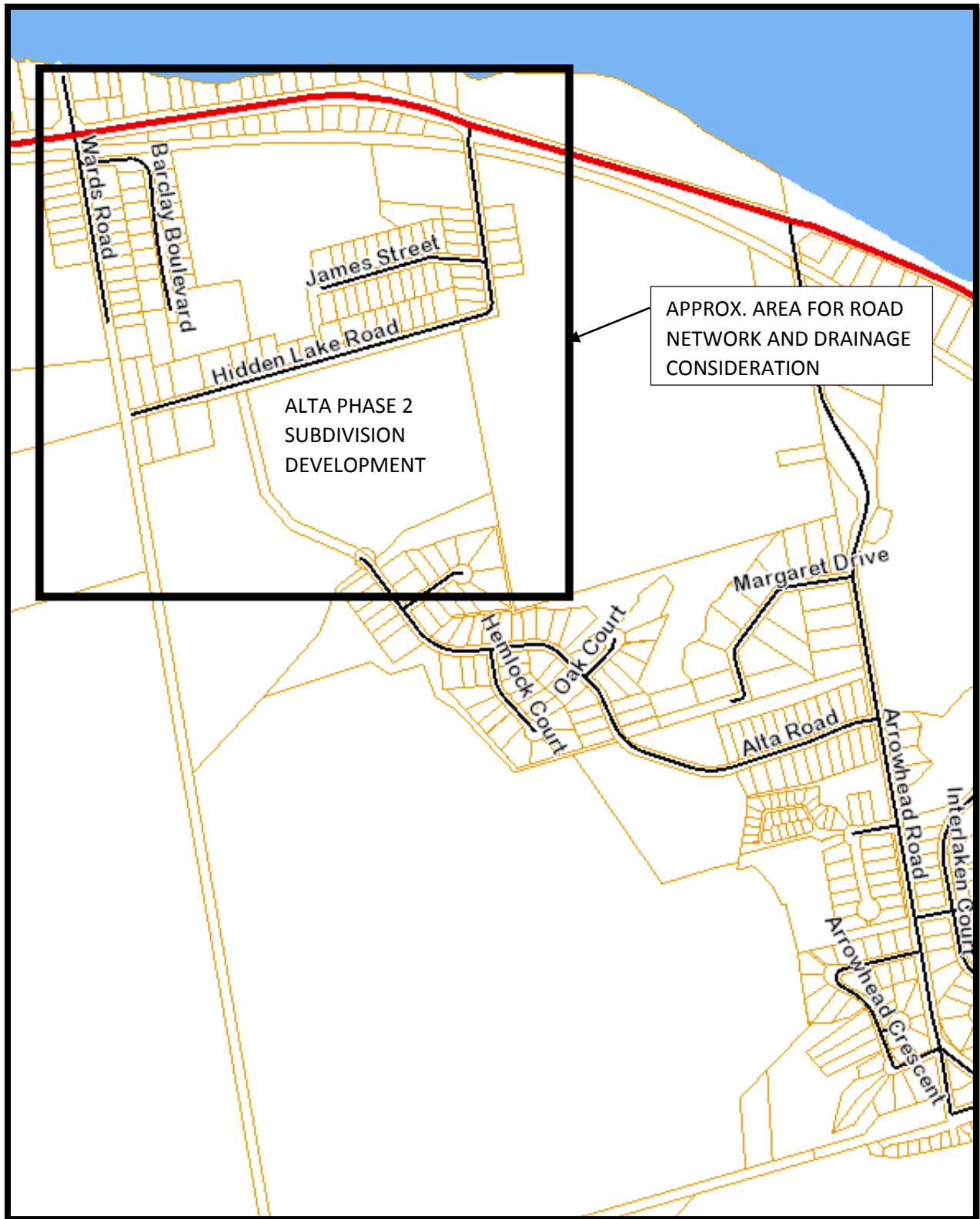


FIGURE 1: AREA FOR ROADS AND DRAINAGE TO BE CONSIDERED

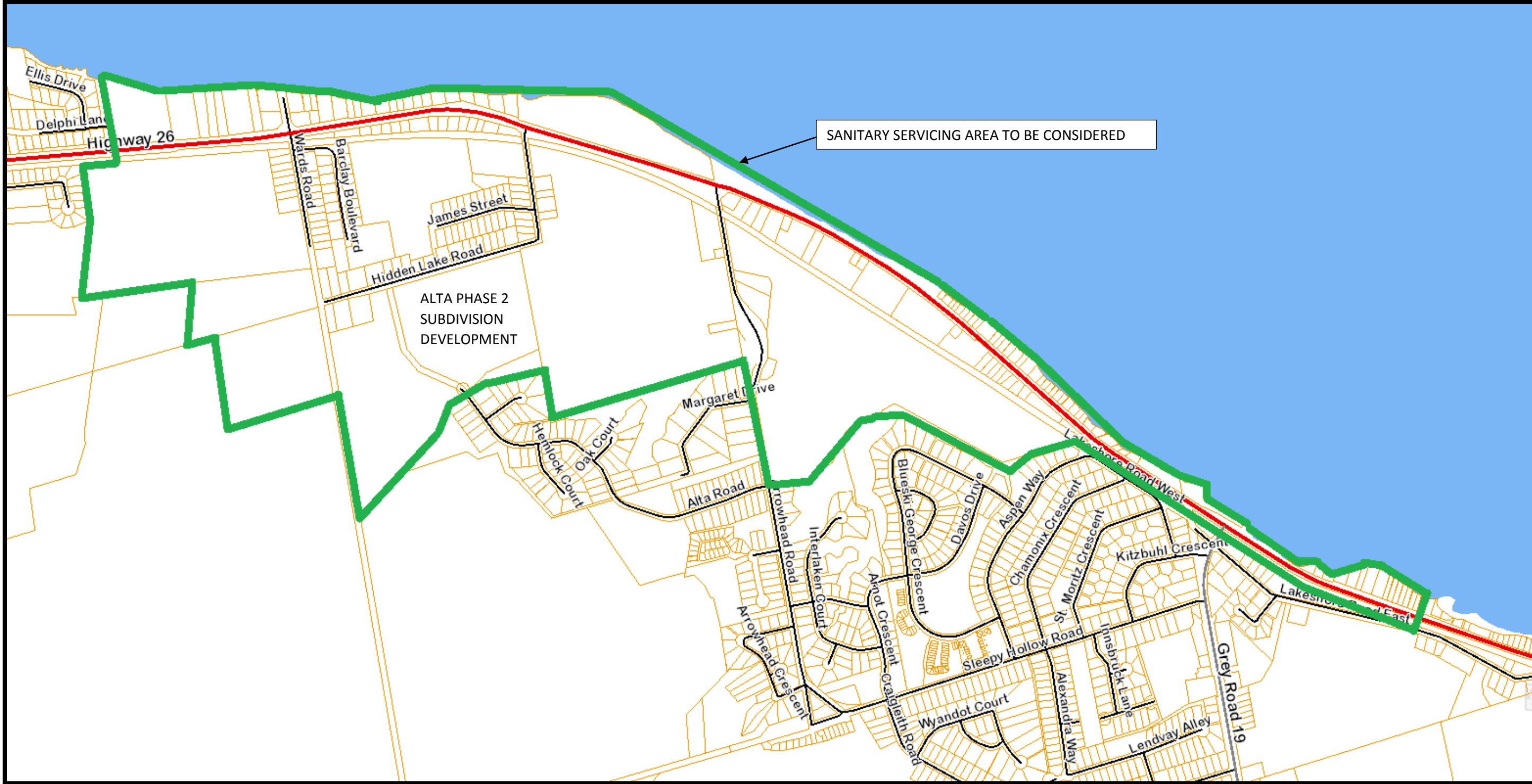


FIGURE 2: WASTEWATER SERVICING AREA TO BE CONSIDERED

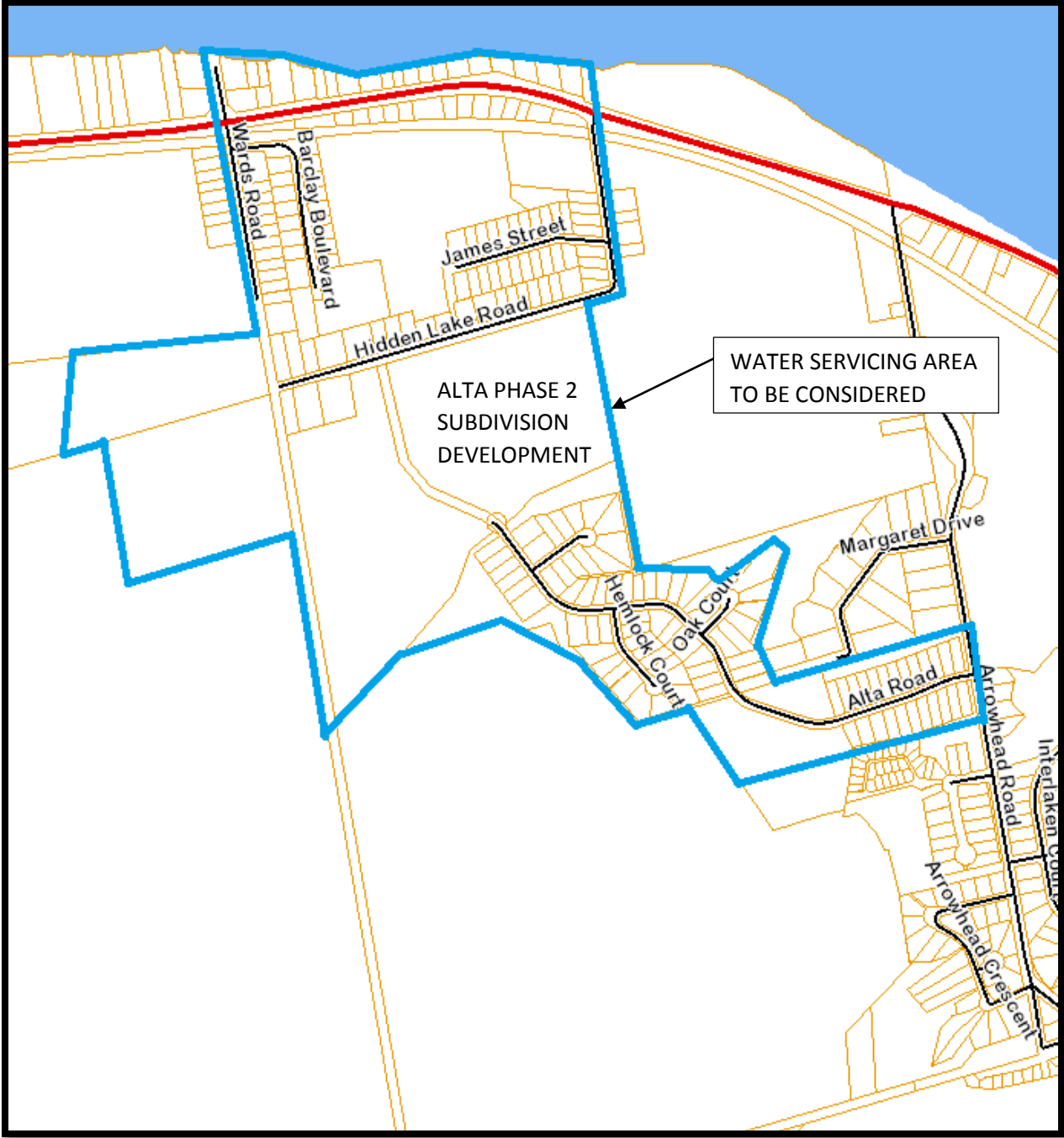


FIGURE 3: WATER SERVICING AREA TO BE CONSIDERED