

Item No. 11.2.1
Halifax Regional Council
March 18, 2014

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY: Original Signed
Councillor Bill Karsten, Chair, Audit & Finance Standing Committee

DATE: March 7, 2014

SUBJECT: Award - Tender 13-414 - Ragged Lake Transit Centre Storage
Garage Floor Texturing

ORIGIN

March 5, 2014 Audit & Finance Standing Committee meeting, Item No. 9.1.1

LEGISLATIVE AUTHORITY

Audit and Finance Standing Committee Terms of Reference, section 3.8, which states “to review and make recommendations on proposals coming to Halifax Regional Council outside of the annual budget or tender process including but not limited to:

- New programs or services not yet approved or funded
- Programs or services that are being substantially altered
- Proposed changes in any operating or budget items
- Committing of funds where there is insufficient approved budget, or,
- New or increased capital projects not included in the approved budget
- Increases in project budget due to cost sharing
- Creation or modification of reserves and withdrawals not approved in the approved budget

RECOMMENDATION

It is recommended by the Audit and Finance Standing Committee that Halifax Regional Council:

1. Approve a one-time project scope alteration to CMXO1229 to fund the specified flooring work of Tender 13-414.

Recommendation Continued on Page 2

2. Award Tender No. 13-414, Ragged Lake Transit Centre Storage Garage Floor Texturing, to the lowest bidder meeting specifications, Eastern Infrastructure Inc., for a Total Tender Price of \$76,963.07 (net HST included), with funding from Project No. CMXO 1229 - Ragged Lake Transit Centre FFE, as outlined in the Financial Implications section of the January 10, 2014 staff report.
3. Approve an Increase to P.O. #2070642590 for \$6,465.73 (net HST included) to Stantec Consulting Limited for Construction Contract Administration and Inspection Services, with funding from Project No. CMXO 1229 - Ragged Lake Transit Centre FFE, as outlined in the Financial Implications section of the January 10, 2014 staff report.

BACKGROUND

Once operations commenced at the Ragged Lake Transit Centre, it became apparent that the floor in the bus storage area could become very slippery when wet, or even when humidity levels were high. This has resulted in one bus collision in the storage area, along with several close calls. There also have been several occurrences where articulated buses have jack-knifed inside the garage at very low speeds due to the lack of traction on the floor. It can be difficult to safely walk on the floor when wet and the current state of the floor is counter to Metro Transit's ongoing efforts to reduce employee slip and fall incidents. The floor has also been raised by the Metro Transit JOH&S Committee as an area of concern.

DISCUSSION

The Audit and Finance Standing Committee reviewed this matter at the March 5, 2014 meeting and have forwarded the recommendation, as outlined in the recommendation section of this report, to Regional Council.

FINANCIAL IMPLICATIONS

As outlined in the January 10, 2014 staff report.

COMMUNITY ENGAGEMENT

All meetings of the Audit and Finance Standing Committee are open to the public. Agendas and reports are posted online in advance of the meeting.

ENVIRONMENTAL IMPLICATIONS

As outlined in the January 10, 2014 staff report.

ALTERNATIVES

The Audit and Finance Standing Committee did not discuss alternatives. Alternatives provided to the committee are outlined in the January 10, 2014 staff report.

ATTACHMENTS

1. Staff report dated January 10, 2014

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Liam MacSween, Legislative Assistant, 490-6521

Attachment 1

Audit & Finance Standing Committee
March 5, 2014

TO: Chair and Members of Audit & Finance Standing Committee

SUBMITTED BY: Original Signed
Richard Butts, Chief Administrative Officer

Original Signed
Jane Fraser, Director, Planning and Infrastructure

DATE: January 10, 2014

SUBJECT: Award – Tender 13-414 – Ragged Lake Transit Centre Storage
Garage Floor Texturing

ORIGIN

Approved 2009/10 Capital Budget. Supplementary Report, page F13 (Metro Transit).

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Council approved, December 11, 2012, that all budget increases are to be presented to the Audit and Finance Standing Committee, prior to submission to Council.

Halifax Charter, section 93(1) - The Council shall make estimates of the sums that are required by the Municipality for the fiscal year; Halifax Charter, section 79(1) - Specifies areas that the Council may expend money required by the Municipality; Halifax Charter, section 35(2)(d)(i) - The CAO can only authorize budgeted expenditures or within the amount determined by Council by policy; Halifax Charter, section 120(6) - The Municipality may maintain other reserve funds for such purposes as the Council may determine; Halifax Regional Municipality policy on Changes to Cost Sharing for Capital Projects - Changes requiring Council approval; and the Halifax Regional Municipality Reserve Policy - No reserve funds will be expended without the CAO's recommendation and Council approval.

RECOMMENDATION

1. Recommend to Regional Council a one-time project scope alteration to CMX01229 to fund the specified flooring work of Tender 13-414.
2. Recommend to Regional Council to award Tender No. 13-414, Ragged Lake Transit Centre Storage Garage Floor Texturing, to the lowest bidder meeting specifications, Eastern Infrastructure Inc., for a Total Tender Price of \$76,963.07 (net HST included), with funding from Project No. CMX01229 – Ragged Lake Transit Centre FFE, as outlined in the Financial Implications section of this report.
3. Recommend to Regional Council to increase P.O. #2070642590 for \$6,465.73 (net HST included) to Stantec Consulting Limited for Construction Contract Administration and Inspection Services, with funding from Project No. CMX01229 – Ragged Lake Transit Centre FFE, as outlined in the Financial Implications section of this report.

BACKGROUND

Once operations commenced at the Ragged Lake Transit Centre, it became apparent that the floor in the bus storage area could become very slippery when wet, or even when humidity levels were high. This has resulted in one bus collision in the storage area, along with several close calls. There also have been several occurrences where articulated buses have jack-knifed inside the garage at very low speeds due to the lack of traction on the floor. It can be difficult to safely walk on the floor when wet and the current state of the floor is counter to Metro Transit's ongoing efforts to reduce employee slip and fall incidents. The floor has also been raised by the Metro Transit JOH&S Committee as an area of concern.

As part of an expanding scope of work for the expansion project, Facility Development was asked by Metro Transit to find a solution to this issue and apply it to both the existing and new expansion areas within the storage garage.

The Ragged Lake Transit Centre was completed in 2010 under Project Number CB200427 (Satellite Garage Facility) at a total expenditure of \$27,248,636.48. This Project Number has since been closed.

DISCUSSION

Tender No. 13-414, Ragged Lake Transit Centre Storage Garage Floor Texturing, was advertised on the Province of Nova Scotia Tenders Website on November 19, 2013 and closed on December 10, 2013. A mandatory site meeting was held on November 26, 2013.

Two qualified submissions were received. Four bidders attended the Mandatory site meeting.

Name of Company	Lump Sum Price (before net HST)	Total Price (net HST included)
Duron Atlantic Limited	\$ 84,000.00	\$ 87,600.24
Eastern Infrastructure Inc. *	\$ 73,800.00	\$ 76,963.07

***recommended bidder**

Scope of Work and Schedule:

The scope of work for this tender consists of shot blasting the floor and applying an epoxy coating. All lines on the floor are to be replaced. This project will be done in phases as the garage cannot be shut down completely and only three lanes can be completed at a time. It is anticipated that work will commence within three weeks of the tender award and take approximately six weeks to complete:

Stantec Consulting Limited has submitted an increased fee proposal for \$6,200.00 plus HST for Construction Contract Administration and Inspection Services. This additional workload was not included in Stantec's original scope of work for the project.

Contract Award (net HST included)	\$ 1,460.00
Request for Increase (net HST included)	\$ 6,465.73
New Contract Value	\$ 7,925.73

Risk Management:

Timing is critical on this project as we move into the winter season, the floor will have snow and salt on it making the garage very slippery.

FINANCIAL IMPLICATIONS

Based on the lowest tendered price of \$73,800.00, plus net HST of \$3,163.07, for a net total of \$76,963.07; funding is available in the Approved 2009/10 Capital Budget from Project No. CMX01229 – Ragged Lake Transit Centre FFE. The budget availability has been confirmed by Finance.

Budget Summary:	<u>Project No. CMX01229 – Ragged Lake Transit Centre FFE</u>	
	Cumulative Unspent Budget	\$ 114,905.22
	Less: Tender No. 13-414	\$ 76,963.07*
	Less: Increase to PO 2070642590	\$ 6,465.73
	Balance	\$ 31,476.42

* This project was not estimated, this work is due to a safety concern within the parking structure.

The balance of funds (\$) will be used for FFE items for the RLTC expansion project as outlined in the Project Budget.

COMMUNITY ENGAGEMENT

Not applicable.

ENVIRONMENTAL IMPLICATIONS

Implications not identified.

ALTERNATIVES

The Audit and Finance Standing Committee may choose to not approve this and leave the status quo in the parking structure; however this is not recommended by staff.

ATTACHMENTS

None

A copy of this report can be obtained online at <http://www.halifax.ca/boardscom/SCfinance/index.html> then choose the appropriate meeting date. or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Darren Young, Project Manager, Facility Development, P&I (490-4903)
Original Signed

Report Approved by: Richard MacLellan, Acting Manager, Facility Development, P&I (490-6056)
Original Signed

Financial Approval by: Greg Keefe, Director of Finance & ICT/CFO. 490-6308
