
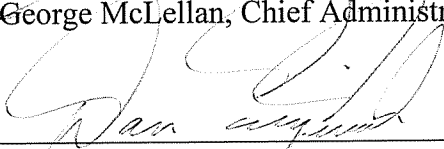

HALIFAX REGIONAL COUNCIL
May 28, 2002

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:


George McLellan, Chief Administrative Officer


Dan English, Deputy Chief Administrative Officer

DATE: May 14, 2002

SUBJECT: Award of Proposal # 02-025 Cycling Master Plan

ORIGIN

The approved 2001-02 capital budget for a Transportation Demand Management Program, of which a Cycling Master Plan was an important component.

RECOMMENDATION

It is recommended that Regional Council authorize the Award of Proposal # 02-025, Cycling Master Plan, to the highest ranking proponent, EDM Environmental Design and Management Limited, at a cost of \$53,990.00 plus net HST for a total project cost of \$57,462 with funding from Capital Account CTR00908, Transportation Demand Management Program, as outlined in the Budget Implications section of this report.

BACKGROUND

Although funding for this project was approved in 2001-02, its implementation was delayed to allow the Bikeways Task Force to fully define the scope of the project and to acquire the needed staff resources to manage the project.

The Bikeways Task Force was established by a motion of Regional Council in 1999. The mandate of the task force is to prepare a comprehensive Cycling Transportation Strategy for Halifax Regional Municipality, by completing the following tasks:

- Develop a Cycling Master Plan that identifies a staged plan of establishing a network to optimize the safety and efficiency of bicycle transportation trips.
- Establish a Financing Strategy which is not fully reliant on municipal funding.
- Engage in Community Consultation and other techniques to build community involvement in the process.
- Utilize the process as a context for research, evaluation and training on health and community development.
- Design and organize events and pilot projects to demonstrate public support and potential utilization of bicycles for transportation.

At the May 24, 2001 meeting of the HRM Bikeways Task Force, a motion was passed to develop a terms of reference and issue a Request for Proposals for qualified companies to prepare a Cycling Master Plan.

DISCUSSION

The Cycling Master Plan will guide the future development of bicycling facilities and policies to encourage bicycling as a transportation mode in HRM over the next 25 years, with the acknowledgment that it will be periodically reviewed and updated. The Cycling Master Plan is intended to be incorporated into the ongoing HRM Regional Planning process.

The deliverables associated with the Cycling Master Plan are:

Network Map - the map will show a network of proposed designated bicycle routes primarily to serve transportation purposes.

Documentation - to accompany the Network Map.

Phased Plan of Implementation - a plan giving cost estimates and proposed timelines for implementation of the proposed Cycling Network.

Cycling Policies - the Cycling Master Plan will include proposed policies which could be implemented to encourage cycling as a transportation mode in HRM.

Final Report - entitled "Halifax Regional Municipality Cycling Master Plan". The report to include the deliverables above, plus documentation of public input to the process, and other information considered relevant to the Cycling Master Plan.

The Halifax Regional Municipality publicly advertised a request for proposals on March 6, 2002 for qualified companies to prepare the Cycling Master Plan. A total of fifteen (15) companies received proposal documents with six (6) responding.

1. ATI Consulting Corporation
2. CBCL Limited
3. Dillon Consulting Limited.
4. EDM Environmental Design and Management Limited. (** recommended proponent)
5. Ekistics Planning and Design
6. O'Halloran Campbell Consultants Limited

Proposals were evaluated by a review committee consisting of the following people:

- Dave McCusker - Manager, Transportation Services, Halifax Regional Municipality
- Wayne Groszko - Bicycle/Pedestrian Coordinator, Halifax Regional Municipality
- Alexandra Fischer - HRM Bikeways Task Force and TRAX Project
- Candace Stevenson - citizen of Halifax Regional Municipality and experienced cyclist

The proposals were ranked with scores out of 100 points. The average scores for each criterion are shown in the table below:

Criteria	Weight	1	2	3	4	5	6
1. Expertise and Understanding of Scope of Work.	50	30.5	32.2	39.8	42.8	40.8	37.8
2. Proposed Methodology	30	19.8	21.8	22.5	24.5	23	21.7
3. Cost	20	20	16.8	9.4	12.4	14.6	15.8
Total Score	100	70.3	70.8	71.7	79.7	78.4	75.3
Cost (\$) without HST		39210	45560	59988	53990	49985	47500

The two highest ranking proponents, EDM and Ekistics, were invited to participate in an interview. Interviews with these two proponents were held on May 1, 2002. The evaluating committee unanimously agreed to recommend that EDM be awarded the project.

BUDGET IMPLICATIONS

The cost of the study to HRM is \$53,990.00, plus net HST, for a total of \$57,462. Funds are identified in the 2001/2002 approved Capital Budget in account #CTR00908, Transportation Demand Management Program. The budget availability has been approved by Financial Services.

Budget Summary	Project CTR00908	
	Cummuilateive Unspent Budget	\$180,565.25
	Less Proposal 02-025	<u>57,462.00</u>
		\$ 73,103.25

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

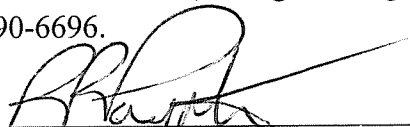
This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

There are no recommended alternatives.

Additional copies of this report and information on its status can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report prepared by: David McCusker, P.Eng., Manager, Traffic & Transportation Services, 490-6696.

Report approved by: 
R. Paynter, P.Eng., A/Director, Public Works & Transportation.

WG/bmh