Agenda
Civic Works Committee

The 1st Meeting of the Civic Works Committee

December 5, 2023

12:00 PM

Council Chambers - Please check the City website for additional meeting detail information. Meetings can be viewed via live-streaming on YouTube and the City Website.

The City of London is situated on the traditional lands of the Anishinaabek (AUh-nish-in-ah-bek), Haudenosaunee (Ho-den-no-show-nee), Lūnaapéewak (Len-ah-pay-wuk) and Attawandaron (Add-a-won-da-run).

We honour and respect the history, languages and culture of the diverse Indigenous people who call this territory home. The City of London is currently home to many First Nations, Métis and Inuit today.

As representatives of the people of the City of London, we are grateful to have the opportunity to work and live in this territory.

Members

Councillors A. Hopkins (Chair), J. Pribil, S. Trosow, S. Franke, D. Ferreira

The City of London is committed to making every effort to provide alternate formats and communication supports for meetings upon request. To make a request specific to this meeting, please contact CWC@london.ca or 519-661-2489 ext. 2425.

Pages

1. Call to Order

1.1 Disclosures of Pecuniary Interest

1.2 Election of Vice Chair for the term ending November 30, 2024

2. Consent

3. Scheduled Items

4. Items for Direction

5. Deferred Matters/Additional Business

6. Adjournment

Integrated Transportation Community Advisory Committee Report

The 12th Meeting of the Integrated Transportation Community Advisory Committee
November 15, 2023

Attendance

T. Khan (Chair), R. Buchal, E. Eady, D. Foster, A. Husain, T. Kerr, V. Lubrano, M. Malekzadeh, A. Santiago, J. Vareka and J. Bunn (Acting Committee Clerk)

ABSENT: A. Issa, S. Leitch, D. Luthra, A. Pfeffer and E. Poirier

ALSO PRESENT: G. Dales, E. Guil, D. MacRae, A. Miller, J. Raycroft and P. Yanchuk

The meeting was called to order at 3:00 PM; it being noted that R. Buchal, E. Eady, D. Foster, A. Husain, T. Kerr, M. Malekzadeh, A. Santiago and J. Vareka were in remote attendance.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Scheduled Items

2.1 Oxford Street West Municipal Class Environmental Assessment

That the following actions be taken with respect to the presentation, as appended to the Agenda, related to the Oxford Street West Municipal Class Environmental Assessment:

a) that the above-noted presentation BE REFERRED to the Mobility Master Plan Sub-Committee, the Environment Sub-Committee and the Vision Zero Sub-Committee for review and a report back at the December meeting of the Integrated Transportation Community Advisory Committee; and,

b) the above-noted presentation BE RECEIVED.

3. Consent

3.1 11th Report of the Integrated Transportation Community Advisory Committee

That it BE NOTED that the 11th Report of the Integrated Transportation Community Advisory Committee, from its meeting held on October 18, 2023, was received.

4. Sub-Committees and Working Groups

4.1 ITCAC Sub-Committee on Vision Zero Report

That it BE NOTED that the Vision Zero Sub-Committee Report, from the meeting held on November 7, 2023, was received.

4.2 (ADDED) Mobility Master Plan Sub-Committee Update – Verbal Report

That it BE NOTED that the verbal update from D. Foster, with respect to the Mobility Master Plan Sub-Committee, was received.

5. Items for Discussion

5.1 ITCAC December Meeting Date

That it BE NOTED that the next meeting of the Integrated Transportation Community Advisory Committee will be held on December 14, 2023 at 3:00 PM.

6. Adjournment

The meeting adjourned at 4:27 PM.

Report to Civic Works Committee

To: **Chair and Members**
Civic Works Committee
From: **Kelly Scherr, P. Eng., MBA, FEC**
Deputy City Manager, Environment & Infrastructure
Subject: **RFP-2023-207 River Road Pavement Rehabilitation**
Detailed Design and Construction Administration
Appointment of Consulting Engineer
Date: **December 5, 2023**

Recommendation

That, on the recommendation of the Deputy City Manager, Environment & Infrastructure, the following actions **BE TAKEN** with respect to the appointment of a consulting engineer for the detailed design, tendering and construction administration of the River Road pavement rehabilitation:

(a) The proposal submitted by Stantec Consulting Ltd. **BE ACCEPTED** to provide consulting engineering services to complete the detailed design, tendering, and construction administration services at an upset amount of $313,076.50, (excluding HST), as per Section 15.2 (e) of the Procurement of Goods and Services Policy;

(b) the financing for this assignment **BE APPROVED** as set out in the Sources of Financing Report attached hereto as Appendix A;

(c) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this assignment;

(d) the approvals given herein **BE CONDITIONAL** upon the Corporation entering into a formal contract with the consultant for the work; and,

(e) the Mayor and City Clerk **BE AUTHORIZED** to execute any contract or other documents including agreements, if required, to give effect to these recommendations.

Linkage to the Corporate Strategic Plan

Municipal Council's new Strategic Plan identifies "Mobility and Transportation" as a strategic area of focus. This report supports the Strategic Plan by identifying the building of infrastructure that provides safe, integrated, connected, reliable and efficient transportation choices.

Analysis

1.0 Context

The purpose of this report is to recommend the appointment of a consulting engineer to undertake the geotechnical investigation, pavement design, detail design, tendering, and construction administration for the River Road pavement rehabilitation and associated improvements. Council approval of this consultant contract award is required in accordance with the City's Procurement of Goods and Services Policy.

River Road has a poor pavement condition rating and is in need of rehabilitation. The

existing pavement design and flat terrain with minimal to no grade along the roadway has caused the road structure to deteriorate at an increased rate. Scanlan Street, west of River Road, has similar pavement condition concerns and is included in this assignment.

The River Road and Gore Road intersection also requires geometric and operational improvements to accommodate vehicle turning.

The project limits and location are shown in Figure 1 below:

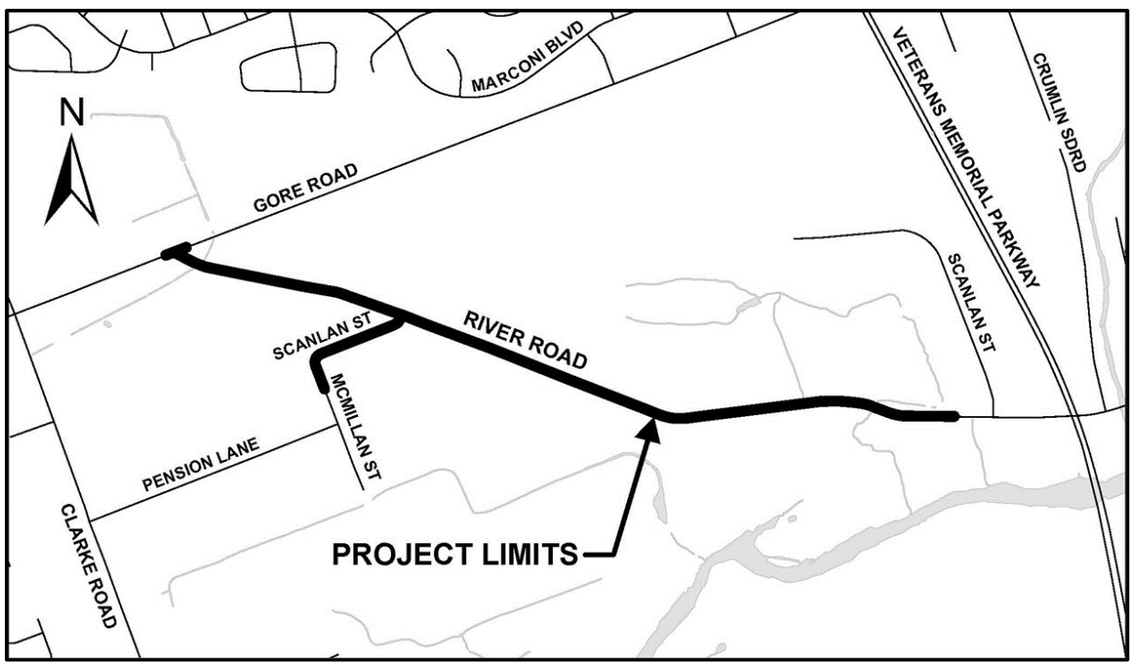


Figure 1: Project Limits

2.0 Discussion and Considerations

2.1 Project Background

River Road is classified as a Civic Boulevard with an average daily traffic volume of 4,000 vehicles per day. River Road is highly used by vehicles accessing the adjacent industrial lands which includes auto yards, a concrete plant, and mechanical shops. The road right-of-way property width is abnormally narrow and is occupied by the two-lane road and utility poles. The Pavement Quality Index (PQI) for River Road and Scanlan Street ranges between 28 and 34, which is a poor rating and indicates that rehabilitation is required.

The River Road and Gore Road intersection is currently a stop-controlled intersection. River Road intersects Gore Road at a skewed angle and requires geometric and operational improvements to better facilitate vehicle turning and traffic operations.

2.2 Project Objectives

The following is the recommended scope of work on River Road, Scanlan Street, and the Gore Road and River Road intersection:

<u>River Road from the Gore Road intersection to 300m west of Veterans Memorial Parkway and Scanlan Street (west of River Road)</u>

- Rehabilitate the pavement structure;
- Improve the roadway base and shoulder conditions.

<u>Gore Road & River Road Intersection</u>

- Address geometric and operational deficiencies to improve vehicle turning subject to localized property acquisition.

The very narrow width of the road right-of-way throughout the project requires site-specific engineering scrutiny and limits the scope of the project to pavement rehabilitation. Implementation of complete streets amenities such as urban curb and gutter, protected cycling facilities and sidewalks are not feasible within the limited property available throughout the corridor.

2.3 Consultant Procurement Process

The consultant selection process for this assignment has been undertaken in accordance with Section 15.2 (e) of the City's Procurement of Goods and Services Policy which states:

> Assignments for complex projects, or projects with estimated consulting fees greater than the CFTA threshold for goods and services limit as amended, shall be awarded based on a two (2) stage process with the first stage being an open, publicly advertised expression of interest/pre-qualification stage (REOI/RFPQ), and the second being a RFP of the short-listed firms, of which there shall be a minimum of three (3) qualified firms stating their approach to the proposed project and their experience and knowledge of projects similar in nature.

Prequalification RFQual21-16 was completed to pre-qualify engineering consultants for environmental assessment, design and contract administration of transportation infrastructure projects. Request for Proposals, RFP-2023-207 was issued for this project. Stantec Consulting Ltd., AGM Engineering Ltd. and Arcadis Professional Services (Canada) Inc. were invited to submit proposals for this project. City staff have reviewed all proposals, including the financial and technical components, and confirmed that the Stantec Consulting Limited submission addresses the required scope of work and provides the best value for the city.

3.0 Financial and Schedule Considerations

Funds are identified in the capital budget for the engineering, detailed design, and construction administration of the River Road pavement rehabilitation project as per the Source of Financing attached as Appendix A.

As part of the design phase, a construction phasing and project delivery schedule will be developed. It is anticipated that the construction will commence in 2025 with some advance works and pre-engineering activities in 2024.

Coordination with property owners, London Hydro and other utility owners is planned early in the design process. Network traffic management and a communications plan for the construction phase will be developed to inform road users, outline detours during potential closures, delays or restrictions, and instruct local traffic movement.

Conclusion

Pavement rehabilitation of River Road and Scanlan Street to the west is required to address the poor pavement condition and extend the lifespan of the road infrastructure.

Stantec Consulting Ltd. has demonstrated a comprehensive understanding of the requirements for this project. Based on the evaluation of their submitted proposal, it is recommended that Stantec Consulting Ltd. be appointed the consulting engineer to undertake the detail design, tendering, and construction administration for the River Road Rehabilitation Pavement Rehabilitation project in the amount of $313,076.50 (excluding HST).

Prepared by:	**Garfield Dales, P. Eng., Division Manager, Transportation Planning and Design**
Submitted by:	**Doug MacRae, P. Eng., MPA, Director, Transportation and Mobility**
Recommended by:	**Kelly Scherr, P. Eng., MBA, FEC, Deputy City Manager, Environment and Infrastructure**
Appendix A:	Source of Financing ***(To be attached after report is approved)***
c:	Isaac Bartlett, Stantec Consulting Ltd. Kevin Welker, Stantec Consulting Ltd. Paul Yanchuk, City of London, TP&D Steven Funk, City of London, TP&D Steven Mollon, City of London, Procurement & Supply

Appendix "A"

#23211
December 5, 2023
(Appoint Consulting Engineer)

Chair and Members
Civic Works Committee

RE: River Road Pavement & Drainage Improvement Detailed Design & Construction Administration
(Subledger RD230015)
Capital Project TS144622 - Road Networks Improvements
Stantec Consulting Ltd. - $313,076.50 (excluding HST)

Finance Supports Report on the Sources of Financing:

Finance Supports confirms that the cost of this project can be accommodated within the financing available for it in the Capital Budget and that, subject to the approval of the recommendation of the Deputy City Manager, Environment and Infrastructure, the detailed source of financing is:

Estimated Expenditures	**Approved Budget**	**Committed To Date**	**This Submission**	**Balance for Future Work**
Engineering	1,000,000	326,263	318,587	355,150
Construction	12,234,025	4,304,129	0	7,929,896
City Related Expenses	241	241	0	0
Total Expenditures	$13,234,266	$4,630,633	$318,587	$8,285,046
Sources of Financing				
Drawdown from Transportation Renewal Reserve Fund	2,595,185	0	0	2,595,185
Canada Community-Building Fund	10,639,081	4,630,633	318,587	5,689,861
Total Financing	$13,234,266	$4,630,633	$318,587	$8,285,046

Financial Note:

Contract Price	$313,077
Add: HST @13%	40,700
Total Contract Price Including Taxes	353,777
Less: HST Rebate	-35,190
Net Contract Price	$318,587

Jason Davies
Manager of Financial Planning & Policy

ah

Report to Civic Works Committee

To: **Chair and Members**
Civic Works Committee
From: **Kelly J. Scherr, P.Eng., MBA, FEC**
Deputy City Manager, Environment and Infrastructure
Subject: **White Oaks Complete Corridor Design from Wharncliffe to Exeter Road Consulting Services Award – Irregular Result**
Date: **December 5, 2023**

Recommendation

That, on the recommendation of the Deputy City Manager, Environment and Infrastructure, the following actions **BE TAKEN** with respect to the award of consulting services for the completion of the Detailed Design and Contract Administration for the 2024 White Oaks Stormwater Management Remediation Project:

a) Matrix Solutions Inc. **BE APPOINTED** Consulting Engineers in the amount of $499,445.00, including contingency, excluding HST, in accordance with Section 19.4 of the City of London's Procurement of Goods and Services Policy;
b) the financing for the project **BE APPROVED** in accordance with the "Sources of Financing Report" attached hereto as Appendix 'A';
c) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this project;
d) the approvals given herein **BE CONDITIONAL** upon the Corporation entering into a formal contract; and,
e) the Mayor and City Clerk **BE AUTHORIZED** to execute any contract or other documents, if required, to give effect to these recommendations.

Executive Summary

The White Oaks Complete Corridor Design includes detailed design and construction administration for a tributary of White Oaks Drain, located in southwest London. The complete corridor design will integrate stormwater management, protection and enhancement of the natural heritage features and functions and establish amenity space within the future community area. This consultant award is time sensitive as the first phase of the project must be designed and constructed prior to the Bradley Avenue extension between White Oak Road and Wharncliffe Road. During the Request for Proposal (RFP) process, only one bid was submitted to complete this assignment. However, staff reviewed the RFP and recommends this consultant as capable of providing a quality design for good value, relative to other similar channel projects that have been recently completed. This report recommends that Matrix Solutions Inc. be appointed to carry out the design and construction contract administration. The engineering consulting work recommended within this report will support neighbourhood development in southwest London.

Linkage to the Corporate Strategic Plan

This project supports the 2023-2027 Strategic Plan area of focus:

- Climate Action and Sustainable Growth:
  - The infrastructure gap is managed for all assets; and
  - London's infrastructure is built, maintained, and secured to support future growth and protect the environment; and
  - London has a strong and healthy environment by incorporating stormwater

management quantity and quantity controls to protect downstream waterways, wetlands, watersheds and natural areas.

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

CWC – February 4, 2020 – Dingman Creek Subwatershed: Stormwater Servicing Strategy for Stage 1 Lands Municipal Class Environmental Assessment: Notice of Completion

2.0 Discussion and Considerations

2.1 Project Description

White Oaks Complete Corridor project was identified as a preferred stormwater management strategy in the Dingman Creek Subwatershed: Stormwater Servicing Study Master Plan and Schedule B Municipal Class Environmental Assessment (Dingman Creek EA) (Aquafor Beech, September 2020).

The project is generally located between Wharncliffe Road South and Exeter Road, to the west of White Oak Road. The first two phases of work are within two subdivision plans with pending draft plan approval. The channel design will coordinate with the subdivision design. The limits for the third phase will include functional design only, to be coordinated in the future as developments in this area proceed. See Appendix B for location map.

The project will redesign a tributary channel of White Oaks Drain to convey the Regulatory Flood Event (250-year) following natural channel design principles. The design will meet the “complete corridor” concepts for the movement of people, wildlife, and stormwater by integrating stormwater management, protection and enhancement of the natural heritage features and functions, as well as establish amenity space within the future neighbourhood.

The design will include assessment of current conditions, channel design including regulatory flood limits, and pathway connections through open space lands, all with consideration for opportunities to enhance the natural environment. Review of upgrades to existing culverts at Wharncliffe Road and Exeter Road will be included to identify increased hydraulic capacity needs at these road crossings to alleviate flooding conditions.

2.2 Procurement Process

A two-stage procurement process was used to select the recommended consultant in accordance with Section 15.2(e) of the Procurement of Goods and Services Policy.

The first stage of the process was an open, publicly advertised Request for Qualifications.Statement of Qualifications submissions were received from a province-wide group of prospective consultants. The Statement of Qualifications were evaluated by the Engineering and Infrastructure Service Area resulting in a short-list of 16 engineering consulting firms.

Stage two was a competitive Request for Proposal (RFP23-145) exercise including both a technical and cost component. Three qualified engineering firms from the City’s pre-approved consultant list were invited to submit a response; however, only one bid was received. Evaluation of the single bid is subject to Section 19.4 of the Procurement of

Goods and Services Policy, requiring Deputy City Manager approval is required in advance of opening the bid submission for evaluation.

Staff have reviewed the fee submission in detail considering the hourly rates provided by each staff member and the time allocated to each project related task. Matrix Solutions is a capable firm that has provided a suitable work plan and a fair value to complete this assignment, all in consideration of projects of similar scope and scale that have been through competitive bid processes over the past year. The proposed Matrix team has successfully completed similar work within the City of London. As such, staff recommend proceeding with the single bid.

2.3 Schedule and Budget Implications

The initial design phase of this assignment is time sensitive and is scheduled to be complete and ready for tendering in 2024 to support the future Bradley Ave extension. Future phases of construction are expected to be completed by the end of 2026. The consulting service fees proposed within this report also include an estimation of contract administration services required for the construction phase of this project.

Funds have been budgeted in the sewer capital budget to support this assignment as identified in the Sources of Financing, attached as Appendix 'A'.

Conclusion

The White Oaks Complete Corridor project will implement a stormwater servicing strategy in future neighbourhood lands as identified in the Dingman Creek EA. Matrix Solutions Inc. have demonstrated their competency and expertise with completing channel design projects of similar scope and it is recommended that they be appointed the consulting engineers for this project. The Matrix Solutions Inc. team has a demonstrated ability to complete these projects on time and within budget and has demonstrated a solid understanding of this project in their proposal. It is recommended that Matrix Solutions Inc. be awarded this assignment.

Prepared by:	**Shawna Chambers, P.Eng., DPA** **Division Manager, Stormwater Engineering**
Submitted by:	**Ashley Rammeloo, MMSc., P.Eng.** **Director, Water, Wastewater, and Stormwater**
Recommended by:	**Kelly Scherr, P.Eng., MBA, FEC** **Deputy City Manager, Environment and Infrastructure**

cc: A. Sones, S. Mollon, S. Paccione, D. Mockler, Z. Nsair, G. McDonald

Appendix 'A' – Source of Financing
Appendix 'B' – Area Map

Appendix "A"

#23219
December 5, 2023
(Appoint Consulting Engineer)

Chair and Members
Civic Works Committee

RE: White Oaks Complete Corridor Design from Wharncliffe to Exeter Road Consulting Services Award
(Subledger SWM22007)
Capital Project ES2499 - White Oaks Channel Complete Corridor (Wharncliffe to White Oaks 3E)
Matrix Solutions Inc. - $499,445.00 (excluding HST)

Finance Supports Report on the Sources of Financing:

Finance Supports confirms that the cost of this project cannot be accommodated within the financing available for it in the Capital Budget, but can be accommodated by advancing the proposed 2024 Capital Budget for this project and that, subject to the approval of the recommendation of the Deputy City Manager, Environment and Infrastructure, the detailed source of financing for this project is:

Estimated Expenditures	**Approved Budget**	**Advanced Financing (Note 1)**	**Revised Budget**	**This Submission**
Engineering	0	508,235	508,235	508,235
Total Expenditures	$0	$508,235	$508,235	$508,235
Sources of Financing				
Debenture Quota **(Note 2)**	0	162,127	162,127	162,127
Drawdown from City Services - Stormwater Reserve Fund (Development Charges) **(Note 3)**	0	346,108	346,108	346,108
Total Financing	$0	$508,235	$508,235	$508,235

Financial Note:

Contract Price	$499,445
Add: HST @13%	$64,928
Total Contract Price Including Taxes	$564,373
Less: HST Rebate	-$56,138
Net Contract Price	$508,235

Note 1: The Engineering budget ($2.47 million) for this contract in Capital Project ES2499 - White Oaks Channel Complete Corridor (Wharncliffe to White Oaks 3E) is included in the 2024 base capital budget. A portion of this budget ($508 thousand) is required in 2023 and can be accommodated by advancing this amount. Upon Council approval of this report and its recommendations, the 2024 capital budget for ES2499 will be adjusted.

Note 2: Note to City Clerk: Administration hereby certifies that the estimated amounts payable in respect of this project does not exceed the annual financial debt and obligation limit for the Municipality from the Ministry of Municipal Affairs in accordance with the provisions of Ontario Regulation 403/02 made under the Municipal Act, and accordingly the City Clerk is hereby requested to prepare and introduce the necessary by-laws.

An authorizing by-law should be drafted to secure debenture financing for project ES2499 - White Oaks Channel Complete Corridor (Wharncliffe to White Oaks 3E) for the net amount to be debentured of $162,127.

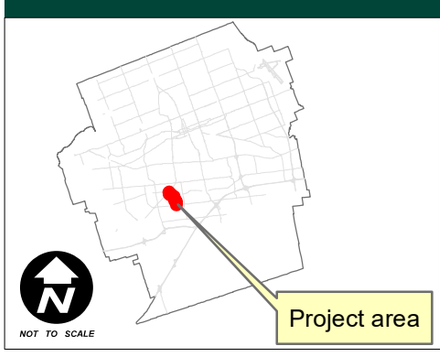
Note 3: Development Charges have been utilized in accordance with the underlying legislation and the approved 2019 Development Charges Background Study and the 2021 Development Charges Background Study Update.

Kyle Murray
Director, Financial Planning and Business Support

ah

APPENDIX 'B'

Location Map



RFP-2023-145- Consulting Services
White OaksTributary
Natural Channel Corridor Design
Project Area by Phases

Map Produced by
Stormwater Engineering
Division

December 5, 2023

London
CANADA

300 Dufferin Avenue,
PO Box 5035
London, Ontario
N6A 4L9
www.London.ca

Report to Civic Works Committee

To: **Chair and Members**
Civic Works Committee
From: **Kelly Scherr, P.Eng., MBA, FEC**
Deputy City Manager, Environment & Infrastructure
Subject: **Emergency Procurement of Replacement Pumps for Hazeldon Pumping Station**
Date: **December 5, 2023**

Recommendation

That, on the recommendation of the Deputy City Manager, Environment & Infrastructure, the following actions **BE TAKEN** with respect to the emergency procurement of replacement pumps for Hazeldon Pumping Station:

a) The purchase order issued for replacement pumps at Hazeldon Pumping Station under Section 14.2 of the Procurement of Goods and Services Policy at a projected total price of $54,594.00 (HST excluded), **BE CONFIRMED**;

b) The financing for this project **BE APPROVED** as set out in the Sources of Financing Report attached hereto as Appendix ‘A’; and

c) the Mayor and City Clerk **BE AUTHORIZED** to execute any contract or other documents, if required, to give effect to these recommendations.

d) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this project.

Executive Summary

Hazeldon Pumping Station provides wastewater servicing for a small catchment in west London. Out of the two pumps installed, one pump failed while the other was determined to be close to failure. Two replacement pumps were ordered to match the existing pumps for continued service. This report provides record of the emergency procurement and confirms the source of financing for the issued purchase order.

Linkage to the Corporate Strategic Plan

This project supports the 2023-2027 Strategic Plan through Climate Action and Sustainable Growth:

- Infrastructure is built, maintained, and secured to support future growth and protect the environment.

Analysis

1.0 Background Information

1.1 Purpose

The purpose of this report is to inform Council of a decision by administration to award a purchase order for new pumps at the Hazeldon Pumping Station. One of the two duty pumps at this station failed. Due to long lead times for a replacement, the decision was made to initiate the order immediately under emergency provisions of the Procurement of Goods and Services policy to expedite delivery.

2.0 Discussion and Considerations

2.1 Criticality of Wastewater Pumping Stations

The City of London employs a gravity-based wastewater collection system that receives wastewater from residential, institutional, and commercial/industrial properties and conveys it via gravity to one of the City's five wastewater treatment plants for treatment prior to discharge to the Thames River. However, in some areas of the City it is not possible to cost effectively convey wastewater to the plants by gravity due to topography. In these locations, the City operates wastewater pumping stations that convey the collected wastewater to sewers that can flow by gravity to one of the wastewater treatment plants. Since there is typically no gravity back-up, and no treatment is provided at pumping stations, if a pumping station fails completely then the result is a discharge of untreated wastewater to the environment, or in some cases, a back up of sewage into basements.

All pumping stations have a spare pump installed in order to provide service coverage in the case of failure. Once a pump failure occurs, the station remains in operation but has no resilience for additional incidents. Even though Wastewater Treatment Operations is working towards implementing rosters of service centres for pump repairs in order to reduce the time required to get the pump back in service, the lead time for the supply of parts can still be long. Pump replacements also typically take many months to order and receive. Considering these lead times, the failure of a pump requires quick action.

2.3 Procurement Under Emergency Provisions

Upon failure of the first pump, staff reviewed the status of the remaining pump. It was determined that it was also approaching its end of expected service life. Considering the lead time for replacement pumps and the urgency of the situation, it was decided that it was appropriate to use the emergency procurement procedures available under Section 14.2 of the Procurement of Goods and Services Policy and to issue a purchase order immediately. This was deemed necessary because the expected value of the pumps exceeded the limits for an administrative single source award under the policy (currently $50,000).

In order to ensure that the replacement pumps could be implemented easily and with predictable performance, identical replacements from the original pump installation were selected. The order was issued in July 2023, with pumps arriving late October. The value of the purchase was then confirmed at $54,594.00, excluding HST.

All other work required to install the pumps will be completed by City forces.

3.0 Financial Impact/Considerations

Sources of funding have been identified for the procurement identified in this report.

Conclusion

Wastewater pumping stations are a critical element of the wastewater collection system in the City of London. A pump failure at Hazeldon Pumping Station necessitated the immediate purchase of replacement pumps to ensure a return to continued reliable service with standby as soon as possible. By using the emergency procurement measures available under the Procurement of Goods and Services Policy, Wastewater Treatment Operations was able to restore full station capacity in less time overall than the procurement processes mandated under the Policy would have required.

Prepared by: **Kirby Oudekerk, MPA, P.Eng.**
Division Manager, Wastewater Treatment Operations

Submitted by: **Ashley Rammeloo, MMSc., P. Eng.**
Director, Water, Wastewater and Stormwater

Recommended by: **Kelly Scherr, P. Eng., MBA, FEC**
Deputy City Manager, Environment & Infrastructure

Appendix ‘A’ Source of Financing

cc: Steve Mollon, Senior Manager, Procurement and Supply
Alan Dunbar, Manager III, Financial Planning and Policy
Zeina Nsair, Financial Business Administrator, Finance and Corporate Services

Appendix "A"

#23222
December 5, 2023
(Emergency Procurement)

Chair and Members
Civic Works Committee

RE: Emergency Procurement of Replacement Pumps for Hazeldon Pumping Station
(Work Order 02588603)
Capital Project ES515023 - Pumping Station Optimization and Renewal
Xylem Canada LP - $54,594.00 (excluding HST)

Finance Supports Report on the Sources of Financing:
Finance Supports confirms that the cost of this project cannot be accommodated within the financing available for it in the Capital Budget, but can be accommodated with a drawdown from the Sewage Works Renewal Reserve Fund, and that, subject to the approval of the recommendation of the Deputy City Manager, Environment and Infrastructure, the detailed source of financing is:

Estimated Expenditures	**Approved Budget**	**Additional Requirement (Note 1)**	**Revised Budget**	**Committed To Date**	**This Submission**
Engineering	2,172	0	2,172	2,172	0
Construction	186,100	0	186,100	186,100	0
City Related Expenses	14,895	0	14,895	14,895	0
Vehicles and Equipment	247,805	247,918	495,723	440,168	55,555
Total Expenditures	$450,972	$247,918	$698,890	$643,335	$55,555
Sources of Financing					
Capital Sewer Rates	450,972	0	450,972	450,972	0
Drawdown from Sewage Works Renewal Reserve Fund	0	247,918	247,918	192,363	55,555
Total Financing	$450,972	$247,918	$698,890	$643,335	$55,555

Financial Note:

Contract Price	$54,594
Add: HST @13%	7,097
Total Contract Price Including Taxes	61,691
Less: HST Rebate	-6,136
Net Contract Price	$55,555

Note 1a: The additional funding requirement for this project can be accommodated by a drawdown from the Sewage Works Renewal Reserve Fund. The forecasted balance of the reserve fund will be $52.0M with the inclusion of the additional requirement.

Note 1b: A budgetary shortfall has been identified in the pumping station program account due to unexpected and costly equipment repair and replacement requirements in 2023, in addition to significant inflationary pressures on all expenditures.

Kyle Murray
Director, Financial Planning and Business Support

ah

Report to Civic Works Committee

To: **Chair and Members**
Civic Works Committee
From: **Kelly Scherr, P.Eng., MBA, FEC**
Deputy City Manager, Environment & Infrastructure
Subject: **Overflow Notification Website – Single Source Procurement**
Date: **December 5, 2023**

Recommendation

That, on the recommendation of the Deputy City Manager, Environment & Infrastructure, the following actions **BE TAKEN** with respect to the implementation of a public information system for wastewater overflows:

a) Supply and implementation of an online overflow monitoring and notification system **BE AWARDED** to Blue Siren Inc. for the total price of US$24,000.00 (estimated at CDN$35,000.00), excluding HST, in accordance with Section 14.4 (e) of the City of London's Procurement of Goods and Services Policy;

b) Supply of hosting services for the website created in item a) for one (1) year **BE AWARDED** to Blue Siren Inc. for the total price of US$17,000.00 (estimated at CDN$25,000.00), excluding HST, in accordance with Section 14.4 (e) of the City of London's Procurement of Goods and Services Policy;

c) Supply of wastewater flow monitoring equipment **BE AWARDED** to Blue Siren Inc. with a total expenditure approved under this report not to exceed the available provincial funding, in accordance with Sections 14.4 (e) and 14.4 (f) of the City of London's Procurement of Goods and Services Policy;

d) the financing for this project **BE APPROVED** as set out in the Sources of Financing Report attached hereto as Appendix 'A'; and

e) the Mayor and City Clerk **BE AUTHORIZED** to execute any contract or other documents, if required, to give effect to these recommendations.

f) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this project.

Executive Summary

This report seeks Council approval for the single-source procurement of goods and services to create an internet-based public information resource displaying near real-time status of key locations for overflow activity in the City's wastewater collection and treatment system.

Overflows and bypasses are necessary in a wastewater collection system as a last resort measure to prevent basement flooding and damage to treatment processes. By creating a publicly accessible internet resource that shows current overflow activity, the public is provided with a tool to help make decisions regarding activities in areas that could be affected. Transparency of operational status also improves decision-making for future system improvements. Funding for the creation of this system is 100% recoverable from a provincial program that expires March 2024.

Linkage to the Corporate Strategic Plan

This report supports the 2023-2027 Corporate Strategic Plan by contributing to the following outcome:

- Climate Action and Sustainable Growth
    - London's infrastructure and systems are built, maintained, and operated to meet the long-term needs of the community.

- Well-Run City
    - Residents', businesses' and visitors' satisfaction with City services is high.

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

Civic Works Committee, April 20, 2022 – Agenda Item #2.5: Unwanted Water: Addressing Overflows and Bypasses from London's Wastewater Collection and Treatment System

Civic Works Committee – December 14, 2021 – Agenda Item #2.4: Quantifying Inflow and Infiltration in London's Wastewater Sewer System

Civic Works Committee – September 21, 2021 – Agenda Item #2.3: Sewage Overflows and Bypasses Into the Thames River – Sanitary Cross Connections

Civic Works Committee – April 20, 2021 – Agenda Item #2.3: Sewage Overflows and Bypasses Into the Thames River

Civic Works Committee – April 17, 2018 - Agenda Item # 2.5: London Pollution Prevention and Control Plan - Final Master Plan

Civic Works Committee – March 24, 2014 – Agenda Item #2.7: Permanent Sewer Flow Monitoring Equipment Selection and Purchase (ES4422)

2.0 Discussion and Considerations

2.1 Overflows and Bypasses of Wastewater

The collection and treatment of the wastewater generated in the City of London is an essential component of the City's stewardship of the environment and obligation for public protection. The performance of the City's wastewater collection and treatment system is governed by provincial regulation and specific operating parameters to which the City is held accountable.

The provincial approvals under which the City operate require that all flows are captured and treated under normal conditions. However, they also acknowledge the periodic need to allow overflow or bypass of wastewater from the collection and treatment systems in extreme situations, such as weather-influenced high flow events. Overflows and bypasses are defined as follows:

- Overflows are releases of untreated wastewater from either the collection system (sanitary sewers or wastewater pumping stations) or from the inlet of a wastewater treatment plant. These typically occur when unwanted water in the collection system overwhelms the capacity of the infrastructure and forces the release of wastewater directly to the environment. This is done to avoid having wastewater enter residents' basements or flow uncontrolled over City streets. Overflows are typically very dilute in comparison to normal full-strength wastewater, with rainwater making up 80% or more of the wastewater. In some cases, the City is able to provide partial treatment to these flows prior to discharge, thereby further reducing the impact of any overflows.

- Bypasses are releases of partially treated wastewater from a wastewater treatment plant. In some cases, a bypass only refers to the need for flows to be directed around a specific process in the plant, with those flows still receiving full biological treatment. In other cases, flows are treated to remove solids and some of the biological content but is released before full treatment can be achieved.

Bypasses are undertaken in order to protect the long-term viability of treatment processes in the plant and to prevent permanent damage to equipment, since very high flow rates can interrupt treatment processes that take weeks or months to establish, or could overwhelm tanks and flood areas containing important process equipment.

The City's Wastewater Treatment and Operations Division works diligently to avoid the need for overflows or bypasses, using them as a last resort only. Despite the fact that a certain amount of overflow and bypass activity is unavoidable, public notification remains a key part of the City's desire for transparency of operations and empowerment of the City's residents and neighbours downstream of the City.

2.2 Provincial Funding and Strategy for Real-Time Overflow Notification

The Province of Ontario decided that the City would be eligible for a grant program that reimburses 100% of City expenditures directed toward implementing a real-time notification system for overflow and bypass activity. This funding is being provided through the government's Improving Monitoring and Public Reporting of Sewage Overflows and Bypasses Program. As a result, Wastewater Treatment Operations considered the best means of implementing a system that leverages and expands the current overflow monitoring network and provides the means for the public to access that information.

The City's wastewater treatment plants and pumping stations are already monitored through the Supervisory Control and Data Acquisition (SCADA) system. This data is readily available and can be incorporated into a real-time website. Similarly, key locations in the collection system are monitored or ready to be monitored. The provincial funding offers the opportunity to increase the data available and extend the current monitoring system to more locations at effectively no cost to the City. The intent of City staff is to purchase and install enough equipment to support the current monitoring program, enhance the ability for public reporting of key locations within that program, and increase the potential to fulfill future recommendations of the ongoing Pollution Prevention and Control Plan. The final number will depend on how much equipment can reasonably be purchased and installed, up to the available grant funding, without overly increasing the City's ongoing operating expenses, which are not eligible for funding. No City funds would be contributed except for staff time and the ongoing costs of website hosting and support, as well as the costs to maintain the sewer monitoring equipment.

There is a secondary benefit to the City of enhancing the sewer flow monitoring network whereby the augmentation of the current information gathering network enables City staff to make more informed decisions regarding growth servicing, infrastructure renewal and overall system optimization. By purchasing new flow monitoring equipment for the purpose of monitoring key overflow locations, the City's other flow monitoring systems can be utilized in other areas for planning, as opposed to public notification purposes.

2.3 Procurement Process

Given the timelines for the Province's grant program, and in order to leverage the existing monitoring network to be greatest extent possible, it was determined by staff that the preferred means of expanding the City's monitoring network is to add monitoring equipment and create the website using the vendor established in the existing system. Blue Siren Inc. is the original equipment manufacturer of the City's current collection system monitoring equipment. They have also undertaken similar website design work for other municipalities across the globe. Their ability to efficiently meet the goals of this project led staff to recommend awarding all supply and development work to that firm, including the first year of website hosting and support for continuity during the initiation of this program.

The items being requested for single source are listed below, along with the reason for the requested approval:

i. Development and Hosting of Public Notification Website - The City already owns and maintains a fleet of sewer monitoring equipment supplied by Blue Siren Inc. That company was selected through a competitive Request for Proposals process in 2014. Blue Siren has also implemented a public notification website, including the monitoring network, for other municipalities globally. They are well-positioned to create the website in a short time given their experience and familiarity with the existing monitoring equipment. Staff recommends awarding the development of the website at a cost of US$24,000 (estimated at CDN$35,000) and one (1) year of hosting and supporting that website at a cost of US$17,000.00 (estimated at CDN$25,000.00) to Blue Siren Inc., excluding HST, in accordance with article 14.4.e of the Procurement of Goods and Services policy: “The required goods and/or services are to be supplied by a particular supplier having special knowledge, skills, expertise or experience.” Note that ongoing hosting and support costs are not eligible for grant funding.

ii. Supply of Flow Monitoring Equipment – As previously indicated, the City already owns and maintains Blue Siren monitoring equipment. Approval from Council is sought to undertake the single source purchase of the supply of new sewer monitoring units from Blue Siren Inc. Total expenditures, including those required for website creation and contractor installation services, will be kept below the available grant funding so that the City’s non-reimbursable cost is zero (maximum total expenditure estimated at $557,734). This purchase is proposed under both article 14.4.e of the Procurement of Goods and Services policy: “The required goods and/or services are to be supplied by a particular supplier having special knowledge, skills, expertise or experience” and 14.4.f “The goods are purchased under circumstances which are exceptionally advantageous to the City.”

3.0 Financial Impact/Considerations

The detailed source of financing is included in Appendix A of this report. The costs to build and implement a real-time notification system for overflow and bypass activity are eligible for 100% Provincial funding under the Improving Monitoring and Public Reporting of Sewage Overflows and Bypasses Program. Operating costs will be funded from existing City budgets as shown but are not eligible for grant funding. For clarity, costs to implement recommendations a) and c) of this report will be recovered at 100% from Provincial funding, the budget for these costs are categorized as Vehicle and Equipment in Appendix A. As for recommendation b), the ongoing cost to host the website is to be paid by the City and will not be recovered. The total amount expended under recommendations a) and c), including any direct costs incurred to install equipment, will not exceed the available Provincial funding.

Conclusion

Sewer monitoring is already part of the City’s strategy for responsible management of wastewater collection system. The Wastewater Treatment Operations Division has access to real-time data from all of its facilities. By creating a website that allows the public to see the status of overflow locations, transparency of operations is provided that enable the public to make informed decisions regarding the activities they undertake and the programs they support. The ability to use provincial funding to cover 100% of the cost to create this vehicle for public information is a significant opportunity.

Civic administration is recommending the award of single-source purchases of website development and support, and equipment supply to Blue Siren Inc. The aggregate total of purchase and installation costs for the overflow notification website will not exceed the available Provincial funding.

Prepared by: **Kirby Oudekerk, MPA, P.Eng.**
Division Manager, Wastewater Treatment Operations

Submitted by: **Ashley Rammeloo, MMSc., P. Eng.**
Director, Water, Wastewater and Stormwater

Recommended by: **Kelly Scherr, P. Eng., MBA, FEC**
Deputy City Manager, Environment & Infrastructure

Appendix ‘A’ Source of Financing

cc: Steve Mollon, Senior Manager, Procurement and Supply
Jason Davies, Manager III, Financial Planning and Policy
Zeina Nsair, Financial Business Administrator, Finance and Corporate Services

Appendix "A"

#23221
December 5, 2023
(Award Contract)

Chair and Members
Civic Works Committee

RE: Overflow Notification Portal - Single Source Procurement
(Subledger NT23ES15)
Capital Project ES2456 - Sewage Bypass and Overflow Elimination
Blue Siren Inc. - $617,733.74 (excluding HST)

Finance Supports Report on the Sources of Financing:

Finance Supports confirms that the cost of this project can be accommodated within the financing available for it in the Capital Budget and that, subject to the approval of the recommendation of the Deputy City Manager, Environment and Infrastructure, the detailed source of financing is:

Estimated Expenditures	Approved Budget	Committed To Date	This Submission	Balance for Future Work
Engineering	434,922	99,089	25,440	310,393
Construction	969,596	0	0	969,596
Vehicles and Equipment	651,125	35,477	603,166	12,482
Total Expenditures	$2,055,643	$134,566	$628,606	$1,292,471
Sources of Financing				
Drawdown from Sewage Works Renewal Reserve Fund	1,417,000	99,089	25,440	1,292,471
Improving Monitoring and Public Reporting of Sewage Overflows and Bypasses Program - Provincial Funding	638,643	35,477	603,166	0
Total Financing	$2,055,643	$134,566	$628,606	$1,292,471

Financial Note:	Engineering	Vehicles and Equipment	Total
Contract Price	$25,000	$592,734	$617,734
Add: HST @13%	3,250	77,055	80,305
Total Contract Price Including Taxes	28,250	669,789	698,039
Less: HST Rebate	-2,810	-66,623	-69,433
Net Contract Price	$25,440	$603,166	$628,606

Jason Davies
Manager of Financial Planning & Policy

ah