

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: Professional Consulting over \$100K: Highway 401 and
Wellington Road/Highbury Avenue Area Traffic Study

Date: January 30, 2024

Recommendation

That, on the recommendation of the Deputy City Manager, Environment & Infrastructure, the following actions **BE TAKEN** with respect to additional engineering consulting fees for the Highway 401 and Wellington Road/Highbury Avenue area traffic study:

- (a) The contract with WSP E&I Canada Limited **BE INCREASED** by \$31,948 to a total amended value of \$122,438 (excluding HST) to allow for completion of additional traffic study activities, in accordance with Section 15.1 c) of the Procurement of Goods and Services Policy;
- (b) The financing for this contract amendment **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 contract amendment; and,
- (d) The Mayor and City Clerk **BE AUTHORIZED** to execute any contract or other documents, if required, to give effect to these recommendations.

Executive Summary

Significant growth and redevelopment is occurring in the area of Highway 401 and Wellington Road. At the request of the Ontario Ministry of Transportation (MTO), the City has been undertaking a comprehensive traffic study in accordance with Provincial and City requirements to review future traffic conditions and transportation infrastructure needs in this area. This study is being undertaken by WSP E&I Canada Limited (WSP). MTO has recently requested that additional traffic data collection and traffic forecast modelling be completed as part of this ongoing study.

This report seeks the approval of Council to increase the existing consultant contract with WSP E&I Canada Limited by \$31,948 resulting in a total amended value of \$122,438 (excluding HST) to complete additional traffic study activities as required by MTO.

In accordance with the City's Procurement of Goods and Services Policy, Council approval of this contract amendment is required.

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 Background Information

1.1 Previous Reports Related to this Matter

- Civic Works Committee – June 19, 2012 – London 2030 Transportation Master Plan
- Strategic Priorities and Policy Committee – May 6, 2019 - Approval of 2019 Development Charges By-Law and DC Background Study
- November 2, 2021 – Civic Works Committee – November 2, 2021, Initiation of the Mobility Master Plan Development

2.0 Discussion and Considerations

2.1 Background

MTO is responsible for the Highway 401 corridor and the associated interchanges. MTO's primary concern relates to the traffic movement and safe operation of the freeway network, interchange ramps and intersections. Under provincial legislation, MTO exercises control of their corridor and issue permits and approvals for developments that are adjacent to provincial highways. There are several ongoing development applications that are within MTO's permit control area in the Wellington Road area and require MTO approval to allow construction to proceed. These provincial requirements are in addition to City of London planning approvals.

MTO has previously requested that the city undertake a comprehensive study of the general area along Highway 401 between Wellington Road and Highbury Avenue with a specific focus on the nearby intersections. This study has been ongoing with the work being undertaken by WSP E&I Canada Limited (WSP) who has expertise and experience in completing similar traffic studies. WSP was procured to complete this consulting assignment in accordance with the City's Procurement of Goods and Services Policy.

This study includes a review of planned developments around Wellington Road/Highbury Avenue and Highway 401 in the City of London to identify traffic conditions and to develop mitigation measures, if necessary to address any areas of concern. The study involves a review of planned land use, traffic generation, forecasting and modelling as well as an operational review. While traffic studies are typically completed for individual developments, this comprehensive study is reviewing the traffic conditions and transportation network associated with the planned growth in the area. MTO has recently requested that additional traffic data collection and traffic forecast modelling be completed as part of the study. The outcome of this study will also be considered as part of the ongoing Mobility Master Plan.

2.2 Procurement Process

The City engaged WSP to conduct a comprehensive traffic study in the area of Highway 401 and Wellington Road in accordance with Provincial and City requirements to review future traffic conditions and transportation infrastructure needs in this area. The initial consulting award was valued at \$90,490 and was approved administratively as per section 15.2 c) of the Procurement of Goods & Services Policy:

Assignments for projects which have estimated fees of less than \$100,000 shall be awarded by the Deputy City Manager or delegate, as per 8.5 c, to listed candidate firms based on an evaluation of the firm's competency, expertise, costs, past performance on City projects, available capacity, and the size of their operation and the particulars of the work to be done.

WSP is included on the City's current Approved Consultants List and were selected to execute this work based on their expertise and experience in completing similar traffic studies and positive past experiences working with WSP.

The MTO has recently requested that additional traffic data collection and traffic forecast modelling be completed as part of this ongoing study. Adding the additional work to the current contract will cause the value of the total consulting award to exceed \$100,000. As per section 15.1 c) of the Policy:

If a consulting engagement that has been awarded administratively exceeds the approval threshold of \$100,000, the Deputy City Manager shall immediately prepare a report to City Council providing a status update and requesting approval to proceed (if applicable).

As per 8.5 a) vi), Committee and City Council must approve appointment of Professional Consulting Services greater than \$100,000.

3.0 Financial and Schedule Considerations

An additional \$31,948 (excluding HST) is requested for the contract with WSP E&I Canada Limited to complete additional traffic study requirements. Funds are available in the capital budget for this additional traffic study work as per the attached Source of Financing Report provided in Appendix A. The amended contract value includes a contingency in the event of unforeseen requirements.

Conclusion

This traffic study is being conducted for MTO approval of developments in the area of Highway 401. MTO has requested additional traffic data collection and traffic forecast modelling. It is recommended WSP E&I Canada Limited's original contract be increased by \$31,948 resulting in an amended total contract value of \$122,438 to allow the consultant to complete the additional work as required by MTO. In accordance with the City's Procurement of Goods and Services Policy, Council approval of this contract amendment is required.

This approach will result in cost and schedule efficiencies and facilitate MTO's review of ongoing development applications in the area near Highway 401.

Prepared by: Garfield Dales, P. Eng. Division Manager
Transportation Planning & Design

Submitted by: Doug MacRae, P. Eng., MPA, Director Transportation &
Mobility

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

Appendix A: Source of Financing Report

c: Steve Mollon, Senior Manager, Procurement & Supply
Sarah Grady, Traffic and Transportation Engineer
Kari Fellows, WSP E&I Canada Limited

Appendix "A"

#24016

January 30, 2024

(Increase Contract)

Chair and Members
Civic Works Committee

RE: Professional Consulting over \$100K: Highway 401 and Wellington Road/Highbury Avenue Traffic Study
(Subledger NT23RD05)
Capital Project TS1041 - Transportation Impact Studies
WSP E&I Canada Limited - \$122,438.00 (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 for this purchase is:

Estimated Expenditures	Approved Budget	Committed To Date	This Submission	Balance for Future Work
Engineering	300,000	239,934	32,510	27,556
Total Expenditures	\$300,000	\$239,934	\$32,510	\$27,556

Sources of Financing

Drawdown from City Services - Corporate Growth Studies Reserve Fund (Development Charges) (Note 1)	300,000	239,934	32,510	27,556
Total Financing	\$300,000	\$239,934	\$32,510	\$27,556

Financial Note:

Contract Price	\$122,438
Less amount previously approved	90,490
Contract Price	31,948
Add: HST @13%	4,153
Less: HST Rebate	-3,591
Net Contract Price	<u>\$32,510</u>

Note 1: 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.

Jason Davies

Manager of Financial Planning & Business Support

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