

--	--

TO:	CHAIR AND MEMBERS CIVIC WORKS COMMITTEE MEETING ON JANUARY 6, 2015
FROM:	JOHN BRAAM, P.ENG. MANAGING DIRECTOR, ENVIRONMENTAL & ENGINEERING SERVICES AND CITY ENGINEER
SUBJECT:	LONDON CYCLING MASTER PLAN APPOINTMENT OF CONSULTING ENGINEER

RECOMMENDATION

That on the recommendation of the Managing Director, Environmental & Engineering Services and City Engineer, the following actions **BE TAKEN** with respect to the appointment of a consultant for the London Cycling Master Plan study:

- a) MMM Group Limited, **BE APPOINTED** Consulting Engineers to complete the Cycling Master Plan Study, in the amount of \$144,136 excluding HST, in accordance with Section 15.2 (d) of the Procurement of Goods and Services Policy;
- b) the financing for this project **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 project;
- 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, if required, to give effect to these recommendations.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

- Environment and Transportation Committee – March 21, 2005 – Bicycle Master Plan, “A Bicycle Infrastructure Guideline for London”
- Civic Works Committee – June 19, 2012 – London 2030 Transportation Master Plan
- Civic Works Committee – September 22, 2014 – Short Term Cycling Lane Implementation Plan
- Civic Works Committee – September 22, 2014 – Active Transportation (AT) and Transportation Demand Management (TDM) – Status Report and Next Steps

--	--

BACKGROUND

Purpose

This report seeks the approval of the Municipal Council to retain an engineering consultant to assist with the London Cycling Master Plan study.

Context

The current City of London Bicycle Master Plan is almost 10 years old. This plan has guided much progress in active transportation and has helped earn London a Bike Friendly Community Bronze Award from the Share The Road Cycling Coalition.

The Smart Moves 2030 Transportation Master Plan has identified cycling as one of the key transportation mobility choices for residents as the City shifts towards more non-automobile travel as a means of reducing congestion and promoting health lifestyles.

A new Cycling Master Plan will further attract and retain cyclists through the completion of a multi-faceted implementation plan that will link current plans, set priorities and identify needs. The plan will balance the requirements of the full range of potential users within the community including people of all ages and abilities.

This Cycling Master Plan will develop and refine a strategic approach within which the study objectives will satisfy the master planning phases of the Municipal Class Environmental Assessment process.

Cycling at the City of London is a shared responsibility with a number of different divisions making contributions towards the overall cycling network, supporting infrastructure, programs and policy. This collaboration strengthens the foundation of cycling in the city. The key divisions are:

- Transportation Planning & Design Division handles both existing cycling infrastructure requiring retrofits and future cycling infrastructure that needs to be built within the road allowance. Cycling infrastructure is one of several key components of overall mobility improvement in London and has important connections with rapid transit;
- Planning and Development & Compliance Service Areas are tasked with ensuring land use policies, plans and development standards reflect the type of infrastructure that facilitates cycling use in the future. Environmental & Parks Planning (within Planning) plans, designs and constructs the extensive network of paths in parklands and open spaces;
- Environmental Programs is tasked with encouraging Londoners to use the existing cycling infrastructure and programs today; developing, implementing and assisting with new policies and programs which will lead to a shift in how infrastructure is used; and how more infrastructure and programs are to be developed in the future; and,
- Parks & Recreation handles maintenance of pathways within the park system (e.g., Thames Valley Parkway).

--	--

The Cycling Advisory Committee (CAC), an advisory committee that reports to the Civic Works Committee, is focused on the cycling aspects of London today, and into the future. The Transportation Advisory Committee (TAC) has a role as well with respect to the implementation of the City's current and future Transportation Plan

Other major partners such as the Middlesex London Health Unit (MLHU), London Police Services, Thames Region Ecological Association (TREA) and the Urban League of London, include cycling awareness, promotion and safety as part of their mandate and have been focused on these areas for many years. The MLHU is the lead when it comes to the health benefits of cycling. More recently, community groups such as Our Street and London Cycle Link have participated in collaborative projects and raised awareness about cycling.

Other agencies, boards and commissions also play a role. For example, Tourism London promotes cycle tourism to Londoners and visitors, and the London Transit Commission facilitates cyclists taking the bus for part of their trip with bike racks on the entire fleet.

DISCUSSION

Study Description

The intent of this study is to develop an updated Cycling Master Plan which will outline and identify cycling facilities, policies and programs that will further build upon and enhance the City's existing cycling opportunities. As noted above, the delivery of cycling services is a shared responsibility within the City and this study represents a partnership between the Environmental and Engineering Services, Parks and Recreation, Planning service areas, several agencies, boards and commissions, and the community.

The primary deliverables from this Cycling Master Plan include:

- *Infrastructure* - Identification of network improvements including short and long term cycling projects for both road and parks environments and recommended facility types;
- *Policies* - A review of existing cycling policies, by-laws, maintenance practices and associated liabilities;
- *Programs* - A review and recommendations for promotional programs; and,
- *Engagement* – Increased opportunities for community engagement with a focus on the Master Plan and enhancing the cycling culture in London.

The Cycling Advisory Committee was consulted on the scope of this initiative. The study will continue to actively engage and solicit input from the Cycling Advisory Committee as well as other key project partners such as the Middlesex London Health Unit, Transportation Advisory Committee and local cycling clubs.

--	--

Consultant Selection

The consultant procurement process used a competitive quality based selection process. Three consulting firms were selected to receive the Request for Proposal. MMM Group Limited, IBI Group, and Victor Ford and Associates Inc. were asked to submit detailed proposals and work plans. All firms responded with written proposals including a summary of the project tasks, schedule, and costs. An evaluation committee including representatives from Roads and Transportation, Environmental Programs and Environmental and Parks Planning reviewed all submissions for the project.

Based on the evaluation criteria and selection process identified in the Request for Proposals, the evaluation committee concluded that the proposal from MMM Group Limited provides the best value to the City. MMM Group Limited has an experienced project team with proven experience on similar projects of this nature. The consultant's project proposal illustrated a thorough understanding of the goals and objectives and demonstrated their suitability for the undertaking.

In accordance with Section 15.2 (d) of the Procurement of Goods and Services Policy, Civic Administration is recommending MMM Group Limited be appointed as the consulting engineer for the London Cycling Master Plan. The submission from MMM Group Limited includes a fee submission that indicates that the study can be completed within the approved funds available in the project account TS1033.

CONCLUSION

The advancement of cycling is recommended in the Smart Moves Transportation Master Plan (TMP) and the London Plan and promoted by the recently created Cycling Advisory Committee. The TMP has set a goal of increasing the active transportation modal share from 9% to 15% by 2030. To meet this ambitious target, a distinct Cycling Master Plan is needed. The plan will be creative, progressive and take into consideration new and innovative solutions contained in the recently approved *Ontario Traffic Manual Book 18 – Cycling Facilities* and the provincial cycling strategy #CycleON.

Based on the consultant procurement process, it is recommended MMM Group Limited be awarded the consulting assignment for the London Cycling Master Plan at an upset amount of \$144,136 excluding HST.

--	--

Acknowledgements

This report was prepared with the assistance of Jay Stanford, Director, Environment, Fleet & Solid Waste; Maged Elmadhoon, P. Eng., Manager, Transportation Planning; and Andrew Giesen, C.E.T., Transportation Technologist of the Transportation Planning & Design Division.

SUBMITTED BY:	REVIEWED & CONCURRED BY:
DOUG MACRAE, P.ENG. DIVISION MANAGER, TRANSPORTATION PLANNING & DESIGN	EDWARD SOLDO, P.ENG. DIRECTOR, ROADS AND TRANSPORTATION
RECOMMENDED BY:	
JOHN BRAAM, P.ENG. MANAGING DIRECTOR, ENVIRONMENTAL & ENGINEERING SERVICES AND CITY ENGINEER	

Attach: Appendix "A" – Sources of Financing

- c. D. McLaughlin, MMM Group Limited, 100 Commerce Valley Drive West,
 Thornhill, Ontario, L3T 0A1
 John Fleming, Managing Director, Planning and City Planner
 Bill Coxhead, Managing Director, Parks and Recreation
 John Freeman, Manager, Purchasing & Supply
 Pat Shack, Finance