

Council Meeting Number 2016-16
Addeds
Tuesday June 7, 2016

Reports**Report Number 60: Received from the Chief Administrative Officer (Consent)**

The consent of Council is requested for the **addition** of the following recommendation:

k) Award of Contract – Kingston Transit Transfer Point – Cataraqui Centre (Time Sensitive)

That Council approve the award of contract for Request for Proposal F31-TFES-FMCS-2016-17 to Emmons & Mitchell Construction (2000) Limited for construction services for the Kingston Transit transfer point located at the Cataraqui Centre for the total price of \$1,125,525.60 plus applicable taxes, and

That Council authorize the Mayor and Clerk to enter into an agreement with Emmons & Mitchell Construction (2000) Limited in a form satisfactory to the Director of Legal Services.

(The Report of the Commissioner of Transportation, Facilities and Emergency Services (16-197) is attached as schedule pages 1-5)

(File Number CSU-T03-000-2016)

Report Number 66: Received from Heritage Kingston

The consent of Council is requested for the **addition** of Report Number 66: Received from Heritage Kingston.

1. Appointment to the North King's Town Secondary Plan Working Group (Community Agencies) (Time Sensitive)

That the following community agency appointment to the North King's Town Secondary Plan Working Group, for a term to expire November 30, 2018 be confirmed without comment:

- Paul Carl (Heritage Kingston)

Report Number 67: Received from the Nominations Advisory Committee

The consent of Council is requested for the **addition** of Report Number 67: Received from the Nominations Advisory Committee.

1. Appointments to the North King's Town Secondary Plan Working Group (Community Members) (Time Sensitive)

That the following appointments be made to the North King's Town Secondary Plan Working Group for a term to expire November 30, 2018:

- Mary Farrar
- Huw Lloyd-Ellis
- Anne Lougheed
- Taoufik Mounib
- Greg Tilson
- Susan Belyea

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2. Appointments to the North King's Town Secondary Plan Working Group (Community Agencies) (Time Sensitive)

That the following community agency appointments to the North King's Town Secondary Plan Working Group, for a term to expire November 30, 2018, be confirmed without comment:

- Christine Woods (Cataraqui Region Conservation Authority)
- Laurel Claus-Johnson (First Nations)
- Richard Dobing (Greater Kingston Chamber of Commerce)
- Tom Carpenter (Kingston Environmental Advisory Forum)
- Carey Bidtnes (Kingston Economic Development Corporation)
- Lisa Munday (Kingston Frontenac Lennox & Addington Public Health)
- Anmarie Blaney-Clarke (Municipal Accessibility Advisory Committee)

Miscellaneous Business

The consent of Council is requested for the **addition** of Miscellaneous Business Item Number 4 (Time Sensitive)

- (1) **That** Councillor _____ and Councillor _____ be appointed to the North King's Town Secondary Plan Working Group for a term ending November 30, 2018.



**City of Kingston
Report to Council
Report Number 16-197**

To: Mayor and Members of Council
From: Denis Leger, Commissioner of Transportation, Facilities & Emergency Services
Resource Staff: Speros Kanellos, Director Facilities Management & Construction Services
Date of Meeting: June 7, 2016
Subject: Award of Contract – Kingston Transit Transfer Point – Cataraqui Centre

Executive Summary:

The purpose of this report is to seek Council approval to award a contract to Emmons & Mitchell Construction (2000) Limited for the provision of construction services for the Kingston Transit transfer point located at the Cataraqui Centre pursuant to Request for Proposal F31-TFES-FMCS-2016-17.

One proposal was received and staff is recommending a contract be awarded to Emmons & Mitchell Construction (2000) Limited. Pursuant to the Purchasing By-law, Council approval is required when less than three proposals are received.

Time is of the essence in completing this project. The RFP outlined a list of milestones including the new Kingston Transit transfer point being operational by September 16, 2016 and complete demobilization by September 23, 2016.

Recommendation:

That Council approve the award of contract for Request for Proposal F31-TFES-FMCS-2016-17 to Emmons & Mitchell Construction (2000) Limited for construction services for the Kingston Transit transfer point located at the Cataraqui Centre for the total price of \$1,125,525.60 plus applicable taxes, and

That Council authorize the Mayor and Clerk to enter into an agreement with Emmons & Mitchell Construction (2000) Limited in a form satisfactory to the Director of Legal Services.

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Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

Denis Leger, Commissioner, Transportation,
Facilities and Emergency Services

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

Gerard Hunt, Chief Administrative Officer

Consultation with the following Members of the Corporate Management Team:

Cynthia Beach, Corporate & Strategic Initiatives	Not required
Lanie Hurdle, Community Services	Not required
Denis Leger, Transportation, Facilities & Emergency Services	Not required
Jim Keech, President and CEO, Utilities Kingston	Not required

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Options/Discussion:

The Kingston Transit transfer point located at the Cataraqi Centre at 945 Gardiners Road was designed to accommodate a maximum of four full size buses at a time. At present the site is operating over the design capacity with up to six buses converging at the transfer point several times an hour. Staff has had discussions with representatives of Cataraqi Holdings Inc., the owners of the Cataraqi Centre site, to explore options to reconfigure and reconstruct the current Cataraqi Centre transfer point to address the operational and accessibility constraints and considerations such as the inability for buses to pull completely parallel with the curb face making it difficult for riders with visual or mobility impairments to board buses.

At its April 21, 2015 meeting, City Council approved staff to formalize the arrangements with Cataraqi Holdings Inc. by authorizing the Mayor and Clerk to enter into a license agreement to allow for the reconfiguration, reconstruction, and expansion of the Cataraqi transfer point based on the terms and conditions outlined in Council Report 15-209.

The license agreement between Cataraqi Holdings Inc. and the City of Kingston was executed on April 6th, 2016. The terms and conditions of the redevelopment of the bus terminal lands are set out in the license agreement. The proposed site redevelopment involves the reconstruction of the existing transit transfer point such to create a modern, functional, safe and accessible bus transfer point at the Cataraqi Centre. The existing transfer point will be demolished and a temporary transfer point will be created on the north side of the Cataraqi Centre. The reconstructed transfer point will accommodate eight full size buses and be equipped with new accessible shelters, benches and signage.

Cataraqi Holdings Inc. is responsible for installation of all road works leading up to the transfer point area including aggregate, exterior lighting beyond the transfer point lands and concrete curbing and sidewalks beyond the transfer point area. The City is responsible for the excavation and removal of all existing asphalt, concrete and aggregate base material and the new construction of base material, asphalt, concrete paving, landscaping and curbing in the transfer point area. In addition, the City is responsible for all underground utilities to support the use of the bus transfer point, the surface features on the bus transfer point platform including passenger shelters, benches, lighting, waste receptacles, directional signage and informational signage.

The construction RFP outlined the City's need for a qualified general contractor to complete the redevelopment of the transit transfer point on privately owned property. The property owner is bound to three separate unions by way of the Ontario Labour Relations Board issued certificated and negotiated collective bargaining agreements with Carpenters Union Local 249, Labourer's International Union of North America Local 247 and Brick & Allied Craft Union Local 10. It is a requirement of Cataraqi Holdings Inc. that these agreements be fully honoured in the undertaking of this project.

Time is of the essence in completing this project. The RFP outlined a list of milestones including the new Kingston Transit transfer point being operational by September 16, 2016 and complete demobilization by September 23, 2016.

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In accordance with the City’s Purchasing By-Law, RFP F31-TFES-FMCS-2016-17 was publicly advertised on Biddingo and closed on June 1, 2016. While the RFP was downloaded from the Biddingo site twenty-nine times, only one submission was received. The request for proposals outlined the following criteria and weighting:

Criteria	Weight
Price	55%
Company Profile	10%
Construction Implementation Plan	32%
Accessibility	3%

The submission was reviewed and evaluated in detail by Facilities Management & Construction Services and Transportation Services staff and the proponent was interviewed to provide additional clarification as was required. The result (price and scoring) is as shown below:

Company	Total Price	Score
Emmons & Mitchell Construction (2000) Limited	\$1,125,525.60	89%

The price criterion is scored on a pro-rated basis, with the lowest price receiving full points and any others receiving a pro-rated reduction in points. As there was only one submission the proponent received full points for price.

The company profile criterion was scored on the basis of successfully completed projects of comparable type, size and complexity and approaches to health and safety and quality control. Evaluation points for the construction implementation plan element were awarded based on the proponent’s understanding of the project, risk identification and mitigation, project schedule and composition of their construction team. The accessibility component was scored on the basis of the proponent’s stated commitment to AODA principles, compliance with the Customer Service Standard and a statement of relevance to this project.

The proposal submitted by Emmons & Mitchell Construction (2000) Limited demonstrates that it has a clear understanding of the project, provides good value for money, and demonstrates its team’s general experience in the construction of comparable size and complexity. Emmons and Mitchell Construction (2000) Limited scored well on the company profile category, clearly showing its experience. The construction implementation plan content of the proposal showed that it had a good understanding of the scope of work and the basic risks associated with the work. The proposed construction schedule appears to be realistic and achievable, and

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demonstrates an understanding of the project objectives and challenges. It was confirmed in the submission and follow-up interview that the union obligations of the property owner would be met.

Existing Policy/By Law:

By-Law 2010-1, Council Procedure By-Law which provides authority for the Mayor and Clerk to sign all agreements that are approved by Council.

As there has been less than three submissions received, the award of the contract requires approval from City Council.

Notice Provisions:

N/A

Accessibility Considerations:

This report and related information is available in alternative formats upon request.

Financial Considerations:

There is an approved capital budget of \$1.25M for the transit transfer point reconstruction and thus there are sufficient funds to cover the cost of this work.

Contacts:

Speros Kanellos, Director, Facility Management & Construction Services, ext. 3133

Other City of Kingston Staff Consulted:

Janis Morrison, Purchasing Coordinator, Financial Services
Sheila Kidd, Director, Transportation Services
Shawn Conod, Project Manager, Facility Management & Construction Services
Jeremy DaCosta, Kingston Transit Manager, Transportation Services
Ian Semple, Manager Service Development, Transportation Services

Exhibits Attached:

N/A