



CITY OF  
ST. CATHARINES

## Corporate Report

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**Report from** Transportation & Environmental Services, Engineering and Construction

**Date of Report:** December 11, 2012      **Date of Meeting:** January 7, 2013

**Report Number:** TES-007-2013      **File:** 18.45.250

**Subject:** Project P12-064, Municipal Services Improvements - Lake Street, Award of Contract Administration and Construction Inspection

### Recommendation

That Council approve the retention of Upper Canada Planning and Engineering Ltd. at an estimated cost of \$91,630.00 plus HST to provide contract administration and construction inspection for Phase 2 of Project P12-064 Municipal Services Improvements – Lake Street; and

That the City Solicitor be directed to prepare the necessary by-law. FORTHWITH

### Background

The City's Procurement policy allows direct appointment of consulting engineers in cases where expenditures are under \$75,000 and the consulting firm has completed previous projects satisfactorily with the City. The Delegation Bylaw 2004-277 has delegated to staff the authority to authorize expenditures under \$75,000.

In cases when the \$75,000 limits are exceeded, Council approval is required.

### Report

In 2012 the City awarded a construction contract for various underground, roadway and sidewalk improvements on Lake Street between Russell Avenue and Welland Avenue, called P12-064 Municipal Services Improvements (MSI) Lake Street. Due to the project size, the contract specifications define which works were to be completed in 2012 and which could be delayed until 2013. Phase 1, which was undertaken in 2012, generally included works from Russell Avenue to Beech Street. The remainder of the construction could be undertaken in early 2013 and is called Phase 2.

Upper Canada Planning and Engineering Ltd. was hired by the City to provide engineering services and prepare tender documents associated with road reconstruction, sewer and watermain improvements for Lake Street from Russell Avenue to Welland Avenue. Upper Canada Planning and Engineering Ltd. was

also hired by the City to provide contract administration and construction inspection services for Phase 1.

After reviewing City inspection staff workload for early 2013, staff requested a proposal from Upper Canada Planning and Engineering Ltd. to undertake contract administration and construction inspection for Phase 2. The proposal includes billing on a time and material basis with construction inspection by a Ministry of Environment (MOE) licensed operator when required. The proposal includes an estimated total cost of \$91,360.00 plus HST.

To use a different consultant at this time would reduce project continuity, use up staff resources to familiarize a new consultant with the project constraints and require City personnel, who are MOE licensed operators, to be present on for a large percentage of the underground installations. Upper Canada Planning and Engineering Ltd. is the only area consultant with MOE licensed personnel. Project constraints include aspects of Phase 2 (Road grading, water, sewer connections) that will connect with temporary works completed in Phase 1.

Staff recommends that the contract administration and construction inspection be provided by Upper Canada Planning and Engineering Ltd. at an estimated cost of \$91,360.00 plus HST as per their submitted proposal dated December 11, 2012.

### **Financial Implications**

The City Treasurer confirms there are sufficient funds in the project budget to accommodate this expenditure.

### **Submitted by and**

#### **Prepared by:**

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#### **Approved by:**

Dan Dillon, P. Eng.  
Acting Director of Transportation and Environmental Services.