

Operations Committee

May 19, 2010 - 4:00 p.m.
City Hall - Council Chambers

Committee Members

Councillor G. Beach,
Chair
Councillor H. Noble
Councillor L. Severson
Mayor D.L. Henderson,
Ex-Officio

Areas of Responsibility

Operations
Community Services
Fire
Museum
Library Board
Cemetery Board
St. Lawrence Lodge
Mgmt. Board
L,L&G Health Unit

CRCA
Airport Board
Arena Advisory Board
Visual/Performing Arts
Committee
PLMG
BMAAC
Brockville Municipal
Non-Profit Housing
Committee

AGENDA

Page

CORRESPONDENCE

1. Downtown Business Improvement Area
Re: City Contribution to River Rink
Brenda Clarke and Kent Henderson will be in attendance.

STAFF REPORTS

1. Status of the Reynolds Park Risk Assessment
Verbal Update
2. Source Water Protection
Verbal Update
3. 2010-075-05
Tender for Contract 2010-07 Street Light Conversion to Induction Lighting (Phase II)
4. 2010-076-05
Tender for Contract 2010-04 Reconstruction of Concrete Curb and Sidewalk at Various Locations
5. 2010-077-05
Municipal Household Special Waste Tender
6. 2010-068-05
Memorial Centre Community Hall Rental Policy
7. 2010-081-05
Environmental Audit - City Islands
(Report to be distributed prior to meeting)

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STAFF REPORTS

- 15-43
- 8. 2010-082-06
Non-Resident User Fee
(Report to be distributed prior to meeting)
 - 9. Item for Discussion:
Brockville Splashpad Project
M. Pascoe-Merkley, Director of Planning, Councillor J. Fullarton,
Councillor J. Earle, Councillor G. Beach

CONSENT AGENDA

May 7, 2010

REPORT TO OPERATIONS COMMITTEE – MAY 19, 2010

**2010-075-05
TENDER FOR CONTRACT 2010-07
STREET LIGHT CONVERSION TO
INDUCTION LIGHTING (PHASE II)**

**C.J. COSGROVE, P.ENG.
DIRECTOR OF OPERATIONS
VALERIE HARVEY
SUPERVISOR OF
TRANSPORTATION**

RECOMMENDED

THAT Council accept the tender from Industrial Electric Company in the amount of Three Hundred and Twenty Nine Thousand, One Hundred and Twenty Four Dollars and Seventy Five Cents (\$329,129.75) excluding GST for Contract No. 2010-07 for the Street Light Conversion to Induction Lighting (Phase II); and

THAT \$55,935.44 from the 2009 Phase I contract be funded from the 2010 budget allocation; and

THAT the funds be allocated from account 9301108-9093005.

PURPOSE

The purpose of this report is to retain the services of a contractor to complete the second phase of the Street Light Conversion to Induction Lighting contract.

BACKGROUND

In 2009, the Operations Department received the first proposals for the replacement of approximately five hundred (500) 70 Watt high pressure sodium (HPS) cobra head street lights with a new, more energy efficient type of fixture. From the 20 proposals submitted, it was established that the magnetic induction lighting was the most cost effective technology to replace the existing HPS lighting.

The Operations Department is now undertaking the second phase of the replacement program. The Phase II tender is to include approximately one hundred and sixty eight (168) 40 Watt Induction lights to replace the 70 Watt HPS cobra head luminaires, eighty (80) 70 Watt Induction lights to replace the 100 Watt HPS cobra head luminaires, three hundred and eighty seven (387) 100 Watt induction lights to replace 150 Watt HPS cobra head luminaires and sixty three (63) 150 Watt induction lights to replace 250 HPS cobra head luminaires.

ANALYSIS/OPTIONS

The Operations Department, Engineering Division opened tenders for the Street Light Conversion to Induction Lighting (Phase II) at City Hall on Monday, May 3, 2010 at 12:00 p.m.. The following is a summary of the results:

1. Industrial Electric Company, Brockville	\$329,124.75*
	(-\$516,548.88)
2. Black and McDonald, Ottawa	\$358,146.00
3. Dundas Powerlines, Chesterville.....	\$406,050.00
4. Stacey Electric Company, Ltd, Toronto	\$414,991.10*
	(-\$494,991.10)
5. Sunrae Construction Ltd.....	\$547,500.00

*Corrected Tender Amount

Engineer's Estimate..... \$339,500.00

As per MTO Municipal Tendering Procedures Manual, staff reviewed the tender openings and it was discovered that there was an error in tender item extensions and summations. This resulted in a corrected total for both Industrial Electric Company (IEC) and Stacey Electric Company. The corrected total for IEC resulted in a change of bid ranking and it has been determined that IEC is the low bidder.

The 2009 Phase I of the conversion resulted in various change orders which included the replacement of deteriorating wiring and the installation of a numerical cataloguing for inventory purposes. These various incidentals resulted in the contract being over budget. The value of the over expenditure was \$55,938.44 and is to be included in the budget of the 2010 Phase II contract.

POLICY IMPLICATIONS

In accordance with the City's Budgetary Control and Purchasing By-law 090-2005, the City normally accepts the lowest priced tender bid provided the contractor is deemed capable and competent to undertake the work.

FINANCIAL CONSIDERATIONS

This project is part of the City's 2010 Capital Budget and has sufficient funds to complete the work as follows:

DESCRIPTION		2010 CAPITAL BUDGET	ESTIMATED FINAL COST	ESTIMATED SURPLUS
1.	CONSTRUCTION COST	\$400,000.00	\$329,124.75	\$70,875.25
2.	2009 ADDITIONAL COSTS	\$0.00	\$55,935.44	(-\$55,935.44)
TOTAL		\$400,000.00	\$385,060.19	\$14,939.81

The estimated reduction in power resulting from Phase II of the Street Light Conversion to Induction Program is expected to result in a savings of \$23,000/year.

CONCLUSION

It is recommended that Council accept the tender from Industrial Electric Company for the Street Light Conversion to Induction Lighting.



C. J. Cosgrove, P. Eng.
Director of Operations



D. Cyr
Director of Finance



Valerie Harvey
Supervisor of Transportation Services



B. Casselman
City Manager

May 7, 2010

REPORT TO OPERATIONS COMMITTEE – May 19, 2010

**2010-076-05
TENDER FOR CONTRACT 2010-04
RECONSTRUCTION OF CONCRETE
CURBING AND SIDEWALKS AT
VARIOUS LOCATIONS**

**C. J. COSGROVE, P. ENG.
DIRECTOR OF OPERATIONS
VALERIE HARVEY
SUPERVISOR OF
TRANSPORTATION SERVICES**

RECOMMENDED

THAT Council accept the tender from W.J. Sherwood & Sons Construction in the amount of Fifty Six Thousand, Two Hundred and Seventy Dollars (\$56,270.00) excluding GST for Contract 2010-04 for the reconstruction of concrete curbing and sidewalks in various locations; and

That this work be charged to account 9301110-9905000.

PURPOSE

The purpose of this report is to retain the services of a contractor to complete Contract Number 2010-04, The Reconstruction of Concrete Curbing and Sidewalks at Various Locations.

BACKGROUND

The Operations Department calls tender for this work annually. This contract incorporates replacing deficient curbing and sidewalks in advance of the milling and paving work into the ACPM program.

ANALYSIS/OPTIONS

The Transportation Division opened tenders on Monday, May 3, 2010 with the following results:

- | | |
|---|-------------|
| 1. W.J. Sherwood & Sons Const. Co. Lyn..... | \$56,270.00 |
| 2. Bytown Paving, Ottawa..... | \$87,062.00 |

Engineer's Estimate.....\$60,804.24

Construction is expected to start in June and be completed by June 30, 2010.

Sidewalks and curbs to be reconstructed include:

2010 LOCATIONS			
	STREET	LIMIT	LIMIT
A	Stewart Boulevard	Front Avenue	Schofield Avenue
B	Stewart Boulevard	Schofield Avenue	Central Avenue
C	Cunningham Crescent	Kensington Parkway	South Bend
D	Cunningham Crescent	South Bend	North Bend
E	Cunningham Crescent	North Bend	Kensington Parkway
F	Bowie Street	Pedan Boulevard	Alwington Street
G	North Augusta Road	Broadway Avenue	Abbott Labs

POLICY IMPLICATIONS

In accordance with the City's Budgetary Control and Purchasing By-law 090-2005, the City normally accepts the low tender provided the Contractor is deemed capable and competent to undertake the work. Approval from council is required as less than three bids were received.

FINANCIAL CONSIDERATIONS

In the 2010 Capital Budget, Council authorized an expenditure of \$450,000.00 under Asphalt/ Concrete Program of which a total of \$77,900.00 was allocated for concrete work.

DESCRIPTION		2010 CAPITAL BUDGET	ESTIMATED FINAL COST	ESTIMATED SURPLUS
1.	Construction	\$70,000.00	\$56,270.00	\$13,730.00
2.	Advertising	\$400.00	\$400.00	\$0.00
3.	Engineering	\$4000.00	\$4000.00	\$0.00
4.	Contingency	\$3,500.00	\$3,500.00	\$0.00
TOTAL		\$77,900.00	\$64,170.00	\$13,730.00

CONCLUSION

It is recommended that the Council accept the tender from W.J. Sherwood & Sons Construction Limited for the Reconstruction of Concrete Curbing and Sidewalks.

C.J. Cosgrove
C.J. Cosgrove, P.Eng
Director of Operations

Valerie Harvey
Valerie Harvey
Supervisor of Transportation Services

Donna Cyr
D. Cyr
Director of Finance

B. Casselman
B. Casselman
City Manager

May 6 2010

REPORT TO OPERATIONS COMMITTEE – MAY 19 2010

**2010-077-05
MUNICIPAL HOUSEHOLD
SPECIAL WASTE TENDER**

**PETER RAABE, P. ENG.
DIRECTOR OF ENVIRONMENTAL SERVICES
ERIC JONES, C.E.T.
ENGINEERING SUPERVISOR**

RECOMMENDATION

THAT Council enter into an agreement with Scott Environmental Group in the amount of \$25,673.50 excluding HST, for the operation of a Municipal Household Special Waste (MHSW) Event on July 10, 2010; and

THAT the Rotary Off-Leash Dog Park be closed on Saturday, July 10, 2010 for the duration of the MHSW Event.

PURPOSE

To provide a collection day where residents can drop off their household hazardous special waste materials to be disposed of and/or recycled in an environmentally responsible manner.

BACKGROUND

The City of Brockville provides a Municipal Household Special Waste (MHSW) event on an annual basis. In 2008, the City entered into a three year agreement with Stewardship Ontario for the recycling and disposal of MHSW which provides for subsidies for designated Phase I material such as paint, organic chemicals, aerosols, dry cell batteries, propane cylinders, propane tanks, fertilizers and pesticides. Effective July 1, 2010 a new consolidated list will expand the number of designated materials eligible for subsidy to include acids, bases, fuels, oil, sharps, pharmaceuticals, fluorescent lights and tubes. As of the writing of this report the final regulations on the expanded program was not available. However, the City has confirmed with Stewardship Ontario that this event will be eligible for subsidy on the expanded list of materials as the event takes place after the implementation date of the program.

ANALYSIS

Tenders were opened on April 12, 2010 with the following results:

- | | |
|--|-------------|
| 1. Scott Environmental, Kingston | \$25,673.50 |
| 2. Drain-All Ltd., Ottawa | \$46,874.45 |

The tender documents include the estimated quantities of each category of material

being delivered to the event, the contractor's per unit price to dispose/recycle the material and the total price per category of material.

The subsidies provided by Stewardship Ontario are based on a percentage of the unit cost of the tender items. Using the subsidy allocation formula for the Phase 1 materials, the following is an approximate net cost that would be incurred by the City.

	Contractor	Gross Cost Subsidy – Phase 1	Stewardship Ontario	Net Cost
1.	Scott Environmental	\$ 25,673.50	\$ (11,402.00)	\$ 14,271.50

This estimated net cost is based on Phase 1 material only and will be reduced once the subsidy is increased to include the consolidated materials in the new program.

The MHSW event will be held at the Centennial Youth Arena on July 10, 2010. As with previous events, in order to accommodate traffic flow, Broadway Avenue from Oxford Avenue to First Avenue will be closed to traffic with the exception of those participating in the event. As the collection event is held outdoors in the parking lot, the Rotary Off-Leash Dog Park will be closed that day as there will be no access to the north end of the parking lot. Staff will relay the information to the Dog Park Committee and will be responsible for the costs associated with placing signage at the park to inform dog owners prior to the event.

POLICY IMPLICATIONS

In accordance with the City's Budgetary Control and Purchasing By-law 090-2005, the City normally accepts the low tender provided the Contractor is deemed capable and competent to undertake the work.

FINANCIAL CONSIDERATIONS

Funds have been allocated in the 2010 Operating Budget in the amount of \$48,684 in account 3550 7580 3010 for this contract. With subsidies of \$34,940 in account 3550 7580 0616 a net cost of \$13,744 has been budgeted. Entering into the contract with Scott Environmental Group will result in net cost of \$14,271.50, excluding HST. However, this net cost will be reduced once the subsidy for the new program has been applied.

Final contract prices, subsidies and net costs will be dependent upon the quantities and types of materials delivered to the event by the residents participating.

CONCLUSION

It is recommended that Council accept the tender from Scott Environmental Group to provide a Municipal Household Special Waste Event to the residents of Brockville.



P. Raabe, P.Eng.

Director of Environmental Services



Eric Jones, CET

Engineering Supervisor



D. Cyr

Director of Finance



B. Casselman

City Manager

April 16, 2010

REPORT TO OPERATIONS COMMITTEE – MAY 19, 2010

2010-068-05

**MEMORIAL CENTRE COMMUNITY HALL
RENTAL POLICY**

**C. COSGROVE, P. ENG
DIRECTOR OF OPERATIONS
L. WHITE
MANAGER OF STRATEGIC INITIATIVES**

RECOMMENDATION

THAT Council approve the inclusion of a damage deposit policy in the Memorial Centre Community Hall Rental Agreement.

PURPOSE

To enact a Rental Agreement for the Memorial Centre Community Hall to ensure that any damages resulting from a rental are paid by the individual or organization renting the hall.

BACKGROUND

Renovations to the Community Hall at the Memorial Centre have recently been completed through the RinC program. The renovations was intended to improve the look of the hall in order to generate more revenue from rentals as well as to give the community access to a facility that can better accommodate a large group of people.

To date, the City has not had a rental policy for the Community Hall that addressed compensation for any damages that occurred during a rental. Staff is recommending that a damage deposit policy be enacted in order to ensure the hall is treated respectfully and the City is not responsible for the ongoing maintenance costs incurred from the damages that can occur during a rental.

ANALYSIS

Staff recommends the 50% deposit for the rental is also the damage deposit. This is secured prior to the rental. The deposit can be made by debit, credit card, cash or cheque. A charge (stated yearly in the City's User Fee by-law) will apply to all NSF cheques. The contract will state that if the cheque is NSF, the booking will be cancelled until the payment is made by debit, credit card or cash.

Staff will complete a walk through of the facility with the individual renting the facility to note any deficiencies in the hall prior to rental and then again after the function.

If any damages have occurred during the rental, the City will determine the cost of the repair based on one or both of the following:

- 1) Materials and labour of City Staff to complete the repairs
- 2) The lowest quote taken from three quotes obtained from contractors to complete the repairs.

The individual/renter would be advised of the cost for the repairs and this cost would be reduced from the damage deposit prior to reimbursement. If the repairs cost more than the deposit, the individual/renter would be invoiced for the difference

Complete payment for the room rental must be received in full the day of the rental.

The proposed policy (Attachment 1) will also address the following items:

- No items will be placed directly against the walls.
- Nothing shall be attached to the walls or floor – tape, tacks, nails, etc.
- All loading and unloading of large items shall be done through the north doors of the hall and not through the main entrance.
- The kitchen shall be cleaned prior to departure.
- Entrance ways, lobbies and vestibules will be left clear.
- The Lessee is responsible for the removal of ALL items immediately following the event/auction.
- **All Hall bookings will be at the discretion of the Facilities and Arenas Supervisor.**

POLICY IMPLICATIONS

This would be a new City policy.

FINANCIAL CONSIDERATIONS

The cost of the renovation of the Community Hall was over \$300,000.

The cost to rent the Community Hall from 8:00 a.m. to 2:00 a.m. (the following day) is as follows:

No set up	\$96.50
Chairs only	\$140.00
Chairs and Tables	\$325.00
Chairs, tables and kitchen	\$560.00

Additional charges of \$50.00 per hour apply after 2:00 a.m.

Auctions – includes tables and chairs \$340.00

Additional charges of \$50.00 per hour apply after midnight.

CONCLUSION

The goal of this policy is to ensure that Lessees of the Community Hall are responsible for damages to the hall.

L. White, Budget Officer


C. Cosgrove, Director of Operations

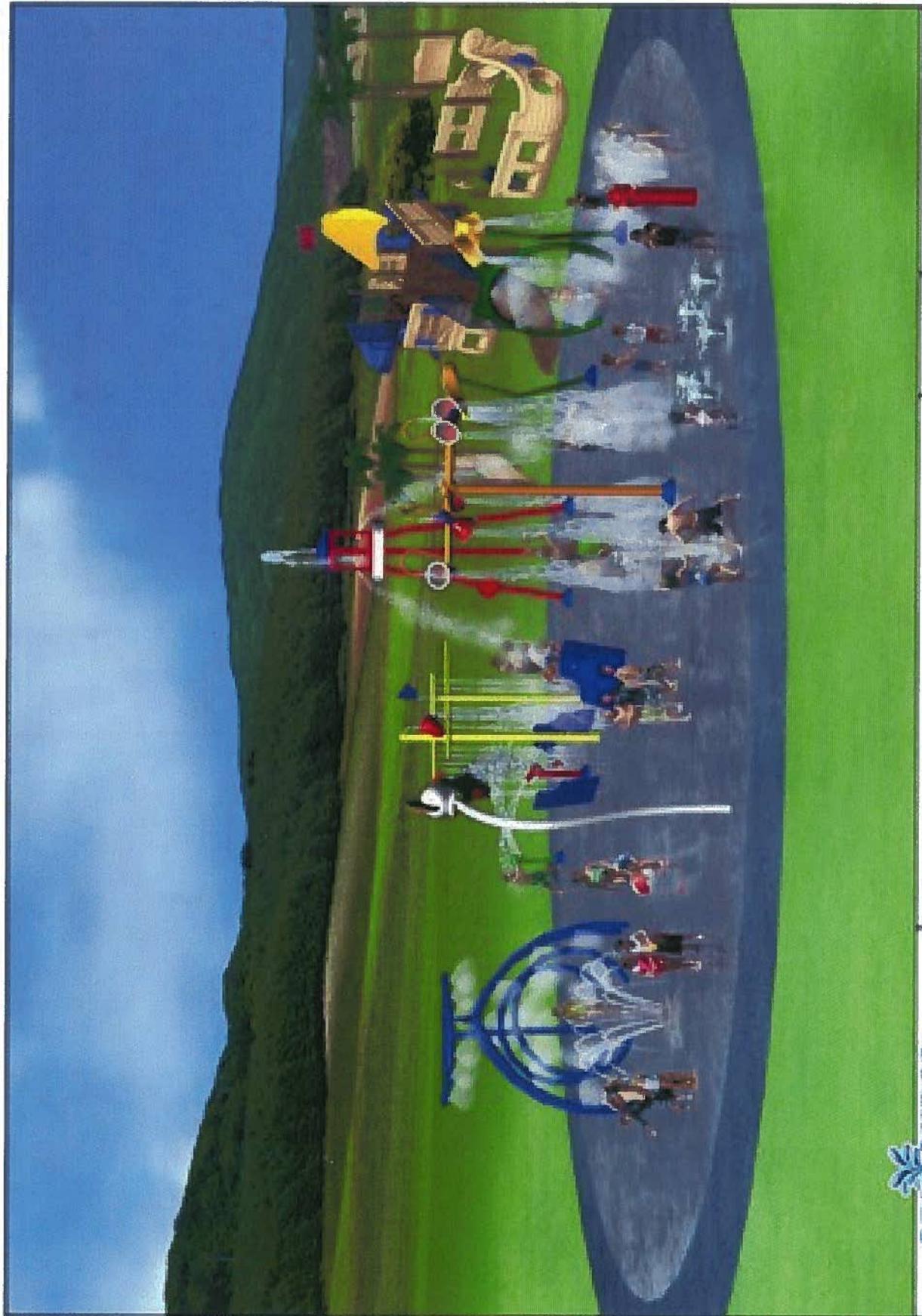
D. Cyr, Director of Finance


B. Casselman, City Manager



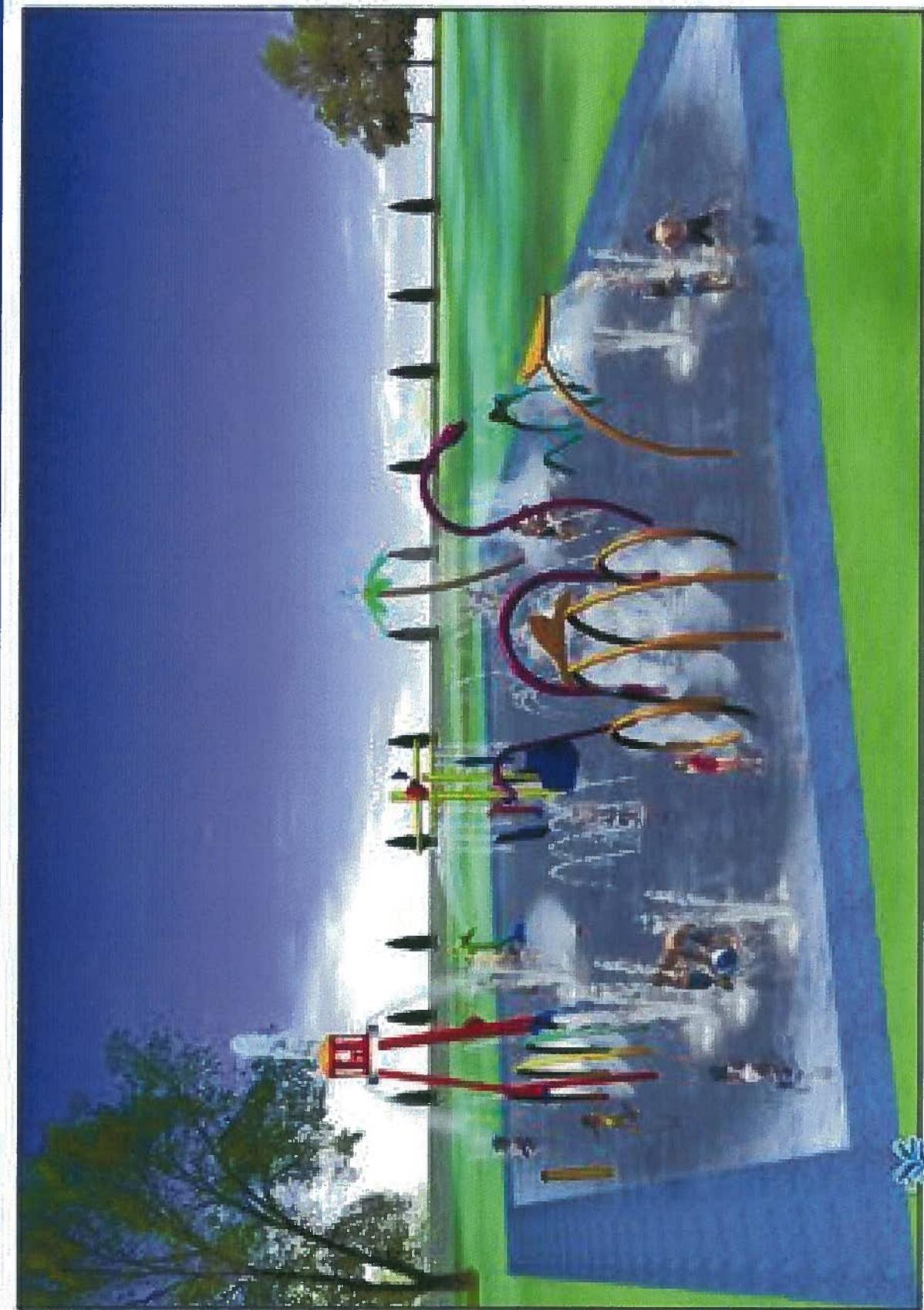
A photograph showing a group of children playing in a large outdoor water feature or splash pad. The water is blue, and children are splashing and playing in it. In the background, there are trees and a building, suggesting a park setting.

Brockville's splashpad project



Quinte West Splashpad, ON Option-1	
DATE 07-14-16	FLATGROUND PLAYERS
DESIGNER KEC	
REVIEWER KEL. RD.	
REVIEWER KEL. RD.	

SPASHPAD
WATER





Skating and splash pad

Town of East Gwillimbury



Site Requirements

- Fairly level and open ground
 - Minimizes cost of excavation
 - Reduces potential damage to existing trees
- Close proximity to:
 - potable water
 - waste water return lines
 - electricity

Further Requirements

- Waterfront location
 - As per Escobar Report
 - Campus effect (MDC)
- Parking
- Room for expansion
 - Artificial skating rink

Site Options

- Reynolds Park
- St. Lawrence Park
- Hardy Park
- Rotary Park
- Centeen Park (west side)

Reynolds Park

- ✓ 1 acre
- ✓ Unencumbered land
- ✓ Services available
- ✓ Suitable for all options
- ✓ Complete Brock Trail
- ✓ Campus effect for MDC/downtown
- ✗ Valuable (\$)
- ✓ Proximity to condos
- ✗ Additional parking required
- ✗ Environmental audit to be completed
- ✗ Additional amenities need to be built

St. Lawrence Park

- ✓ 2/3 acre
- ✓ Unencumbered land
- ✓ Services available
- ✓ Play structure nearby
- ✓ Additional amenities
- ✓ Expandable parking
- ✓ Good use of under used public park
- ✗ Excavation costs (heavy rock deposits)
- ✗ Additional parking required

Hardy Park

- ✓ Services available
- ✓ Campus effect for MDC/downtown
- ✓ Children's play structure nearby
- ✓ Washrooms available
- ✓ Already well used park
- Many trees and roots
- Additional parking required
- Disrupt summer festivals
- Not suitable for Options 1, 2 or 3

Rotary Pad

- ✓ Good parking
- ✓ Existing cement pad
- ✓ Services available
- ✓ Children's play structure nearby
- ✓ Campus effect for MDC/downtown
- ✓ Only suitable for Option No. 1
- Additional amenities

Centeren Park

- ✓ Available parking can be added to
- ✓ washrooms
- ✓ Splash pad only
- ✓ Campus effect for MDC/downtown
- Proximity to condos
- Additional parking required
- Some additional amenities required

Option No. 1 Reynolds Park

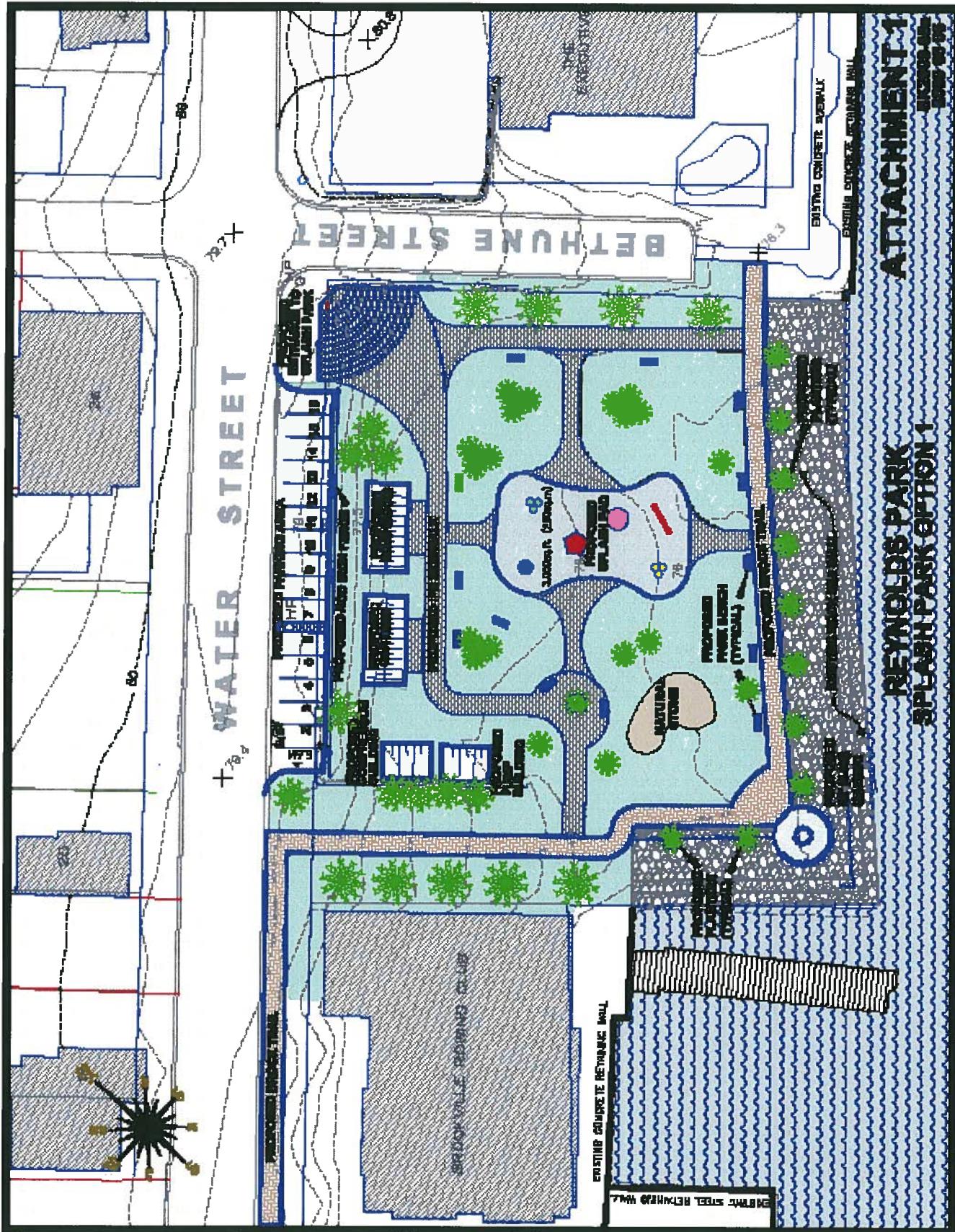
- Splash pad only
- 3000 square feet; irregular shape
 - Without recirculation system - \$125,000 to \$135,000
 - With recirculation system - \$190,000 to \$205,000
- **Total cost with recirculation system - \$395,000**

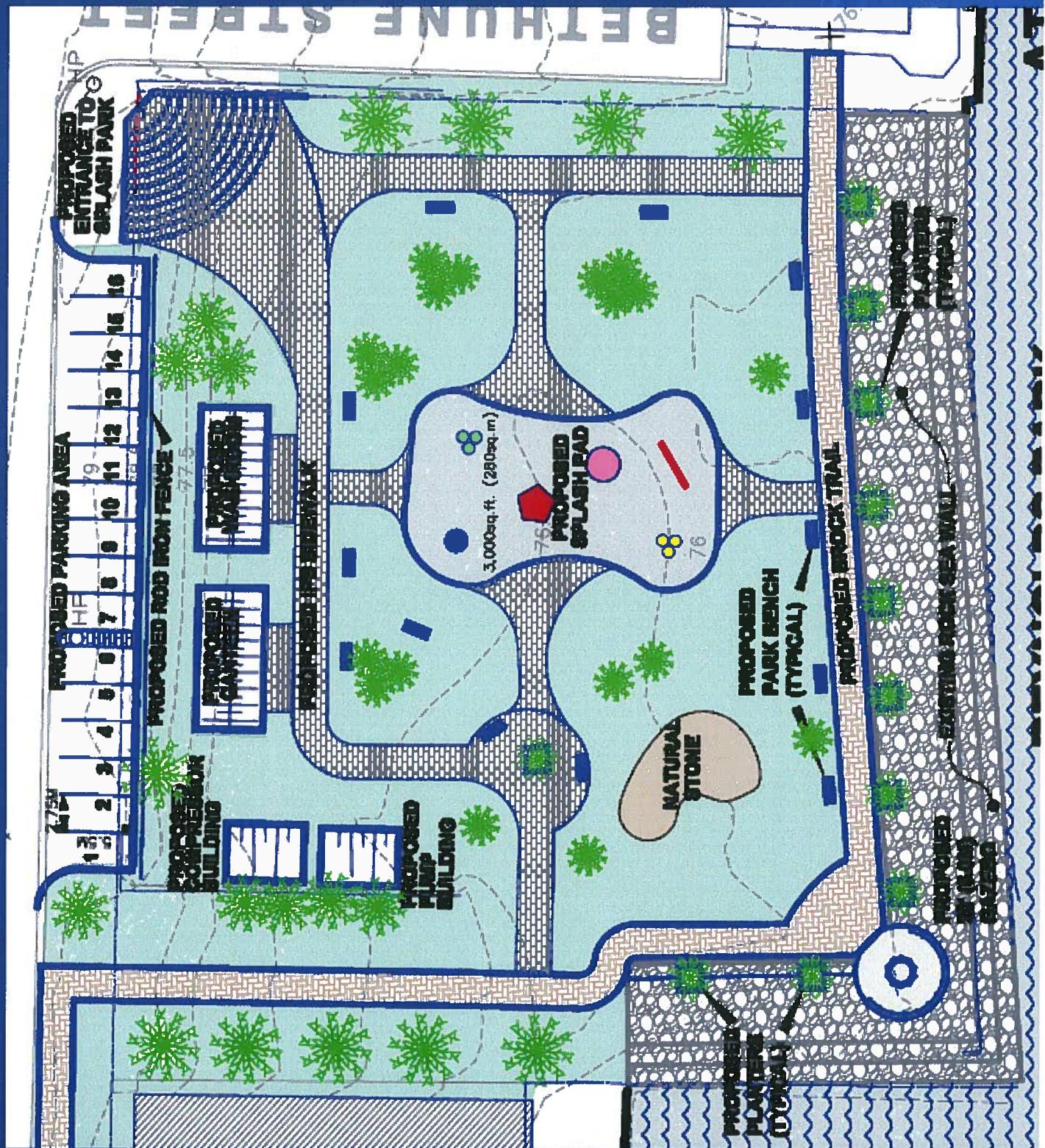
Amenities Reynolds Park

Washrooms and change rooms	\$50,000
Gazebo, benches, tables, etc	25,000
Landscaping and site design	25,000
Additional parking	30,000
Architect	15,000
Miscellaneous costs	20,000
Brock Trail completion	20,000
	• \$30,00 already in capital budget

ATTACHMENT 1
RENOVATED SPLASH PARK

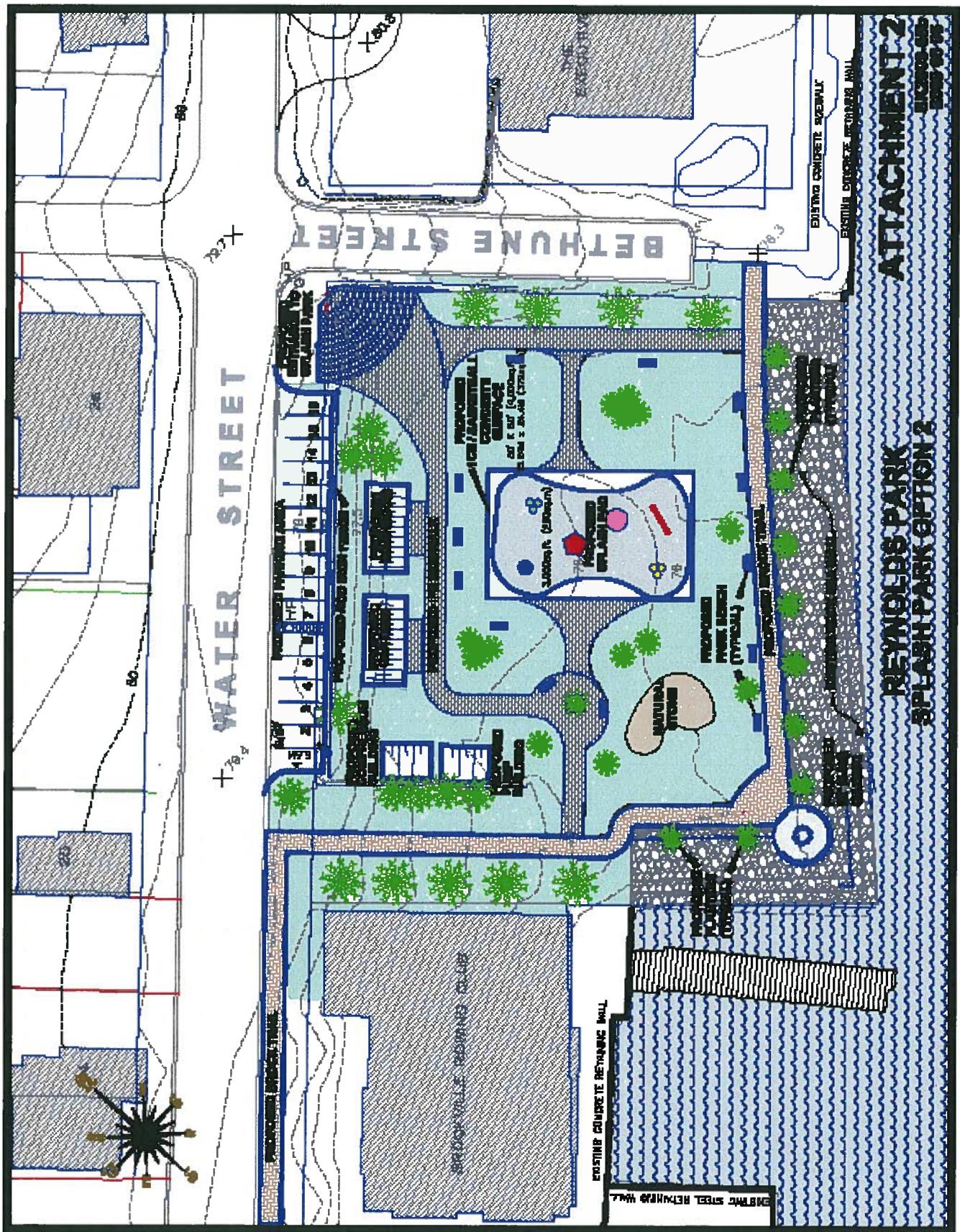
**RENOVATED PARK
SPLASH PARK SECTION 1**





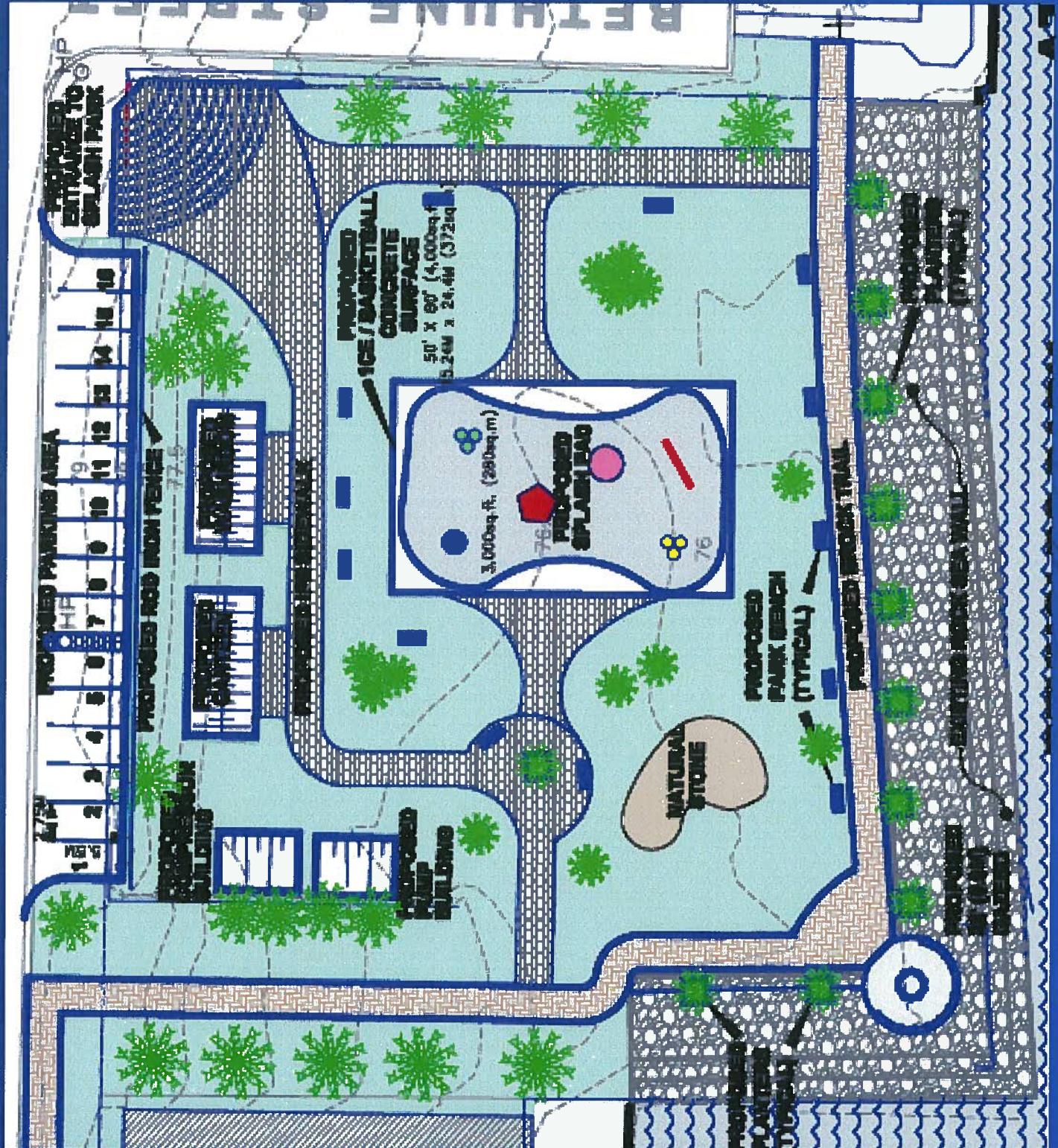
Option No. 2 Reynolds Park

- Splash pad/artificial ice surface combination
- Splash pad - 3000 sq. ft. irregular shape
- Ice surface – 4000 sq. ft. 80' x 50'
- **Total cost with recirculation system - \$630,000**
- Annual operating costs - \$55,000 to \$60,000



ATTACHMENT 2

REMONDOS PARK SPASH PARK OPTION 2



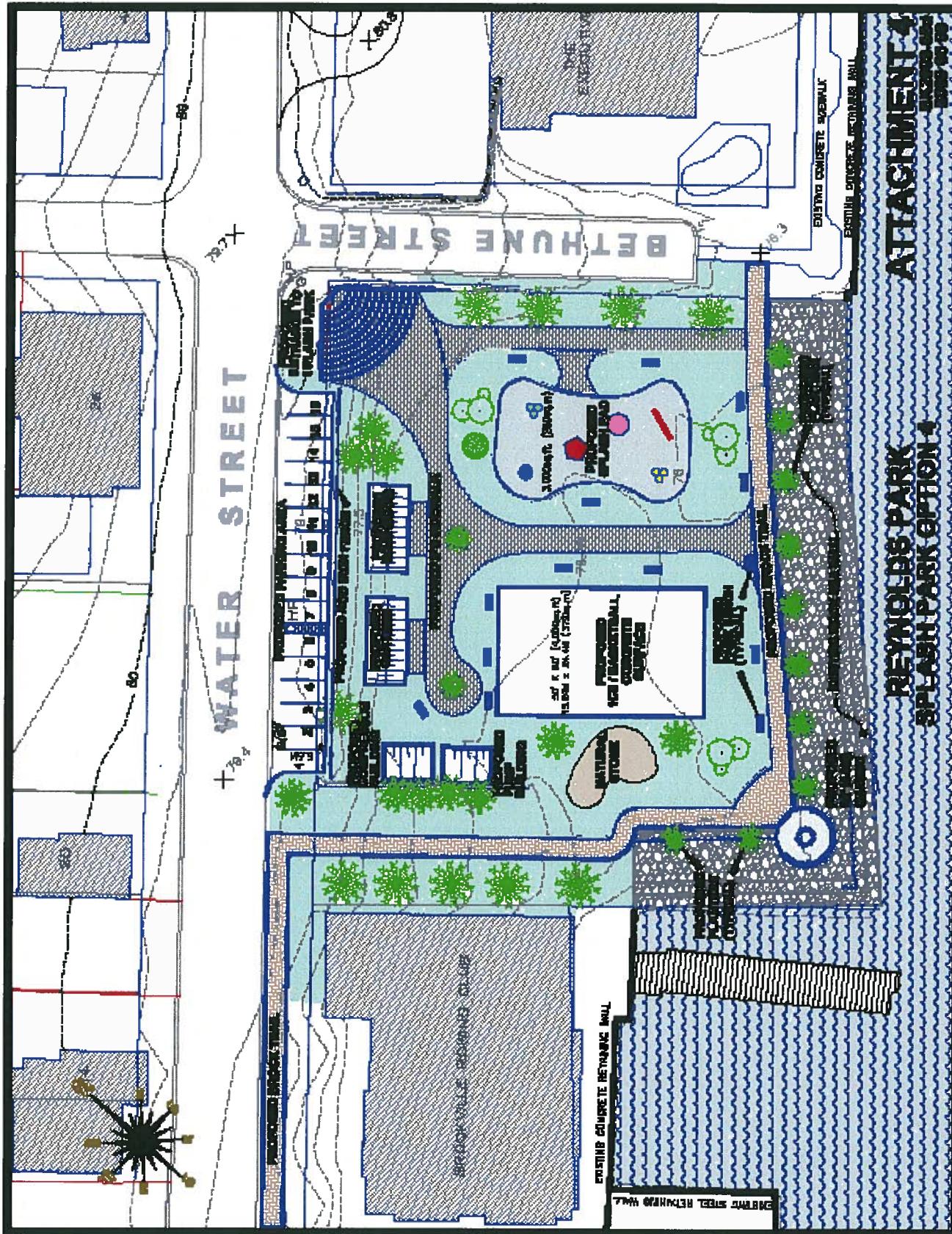
Option No. 3 Reynolds Park

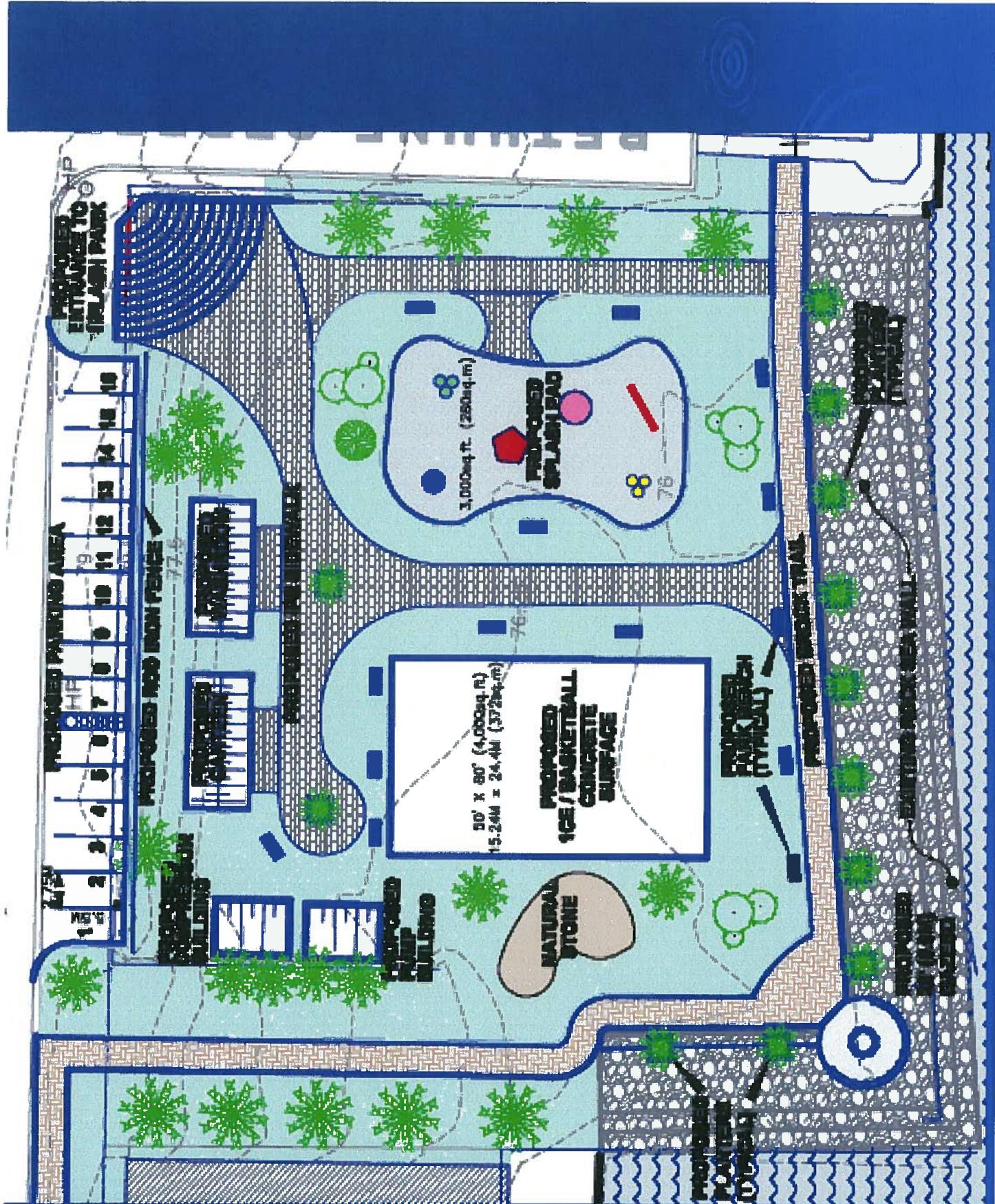
- Splash pad/artificial ice surface combination
- Splash pad - 3000 sq. ft. irregular shape
- Ice surface – 9000 sq. ft. irregular shape
- 12 ft. width around the splash pad
- **Total cost with recirculation system - \$910,000**
- Annual operating costs - \$65,000 to \$75,000

Option No. 4 Reynolds Park

- Splash pad/artificial ice surface combination
- Splash pad - 3000 sq. ft. irregular shape
- Ice surface – 4000 sq. ft. 80' x 50'; separate from splash pad
 - Double as basketball or tennis court
- **Total cost with recirculation system - \$625,000**
 - Annual operating costs - \$34,000 to \$37,000

ATTACHMENT 4
RENNELS PARK
SPLIT PARK OPTION 4





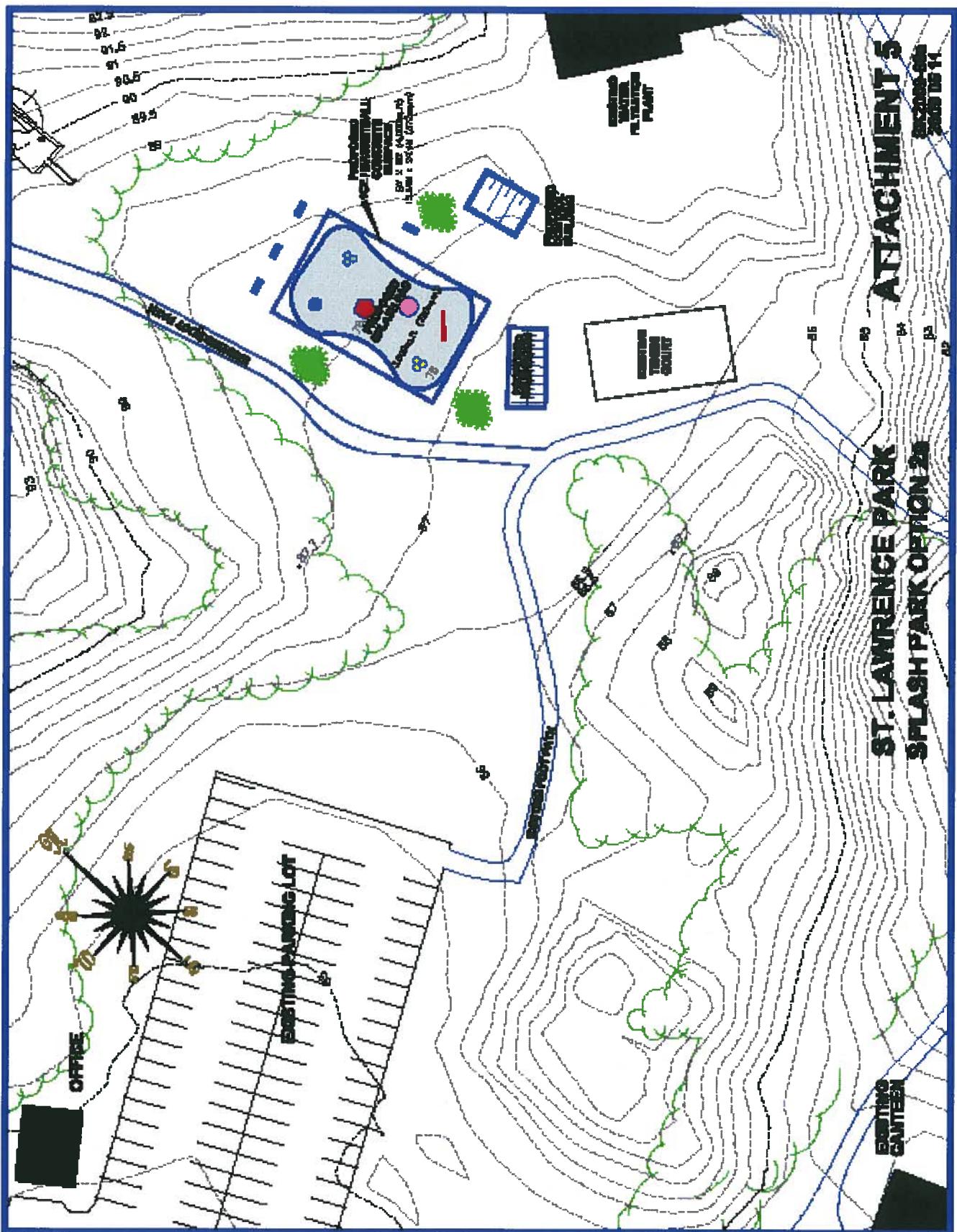
Option No. 5 St. Lawrence Park

- Splash pad/artificial ice surface combination
- Splash pad - 3000 sq. ft. irregular shape
- Ice surface – 4000 sq. ft. 80' x 50'
- **Total cost:**
 - **Splash Pad only - with recirculation system - \$310,000**
 - **Splash Pad/Artificial Ice - \$545,000**

ATTACHMENT 5

**ST. LAWRENCE PARK
SPLASH PARK OFFICER 28**

BEST
GUNNAR





Synthetic Ice

- Option No. 2 - would need to be reworked;
separate base for rink required
- Option No. 3 – not possible
- Option No. 4 – reduction in cost of
\$135,000
- Option No. 5 – reduction in cost of
\$135,000

Next Steps

- Public consultation
 - Input from:
 - Council
 - Citizens
 - City staff
 - Waterfront redevelopment study
- Do we want:
 - splash pad; or
 - combination splash pad/ice surface?
- Where?
 - Is this a priority project funding applications in 2009?