

REPORT NO. 358 of the
 ENVIRONMENT, TRANSPORTATION & PUBLIC SAFETY
 STANDING COMMITTEE
 of its meeting held March 23, 2016

Present: Councillor Chris Holt
 Councillor Bill Marra (Chair)
 Councillor Hilary Payne
 Councillor Paul Borrelli
 Councillor Fred Francis

That the following recommendations of the Environment, Transportation and Public Safety Standing Committee **BE APPROVED**:

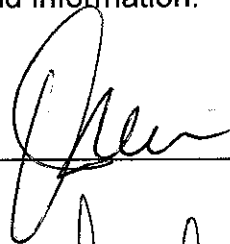
Moved by Councillor Borrelli, seconded by Councillor Francis,

THAT the City Clerk and Chief Administrative Officer **BE AUTHORIZED** to enter into an agreement with the Windsor-Detroit Bridge Authority for the provision of professional project management services related to the contract administration phase of the Windsor-Detroit Bridge Authority Early Works Tender pursuant to their letter dated March 2, 2016 attached as Appendix "A" satisfactory in form to the City Solicitor, in technical content to the City Engineer and in financial content to the City Treasurer. Carried.

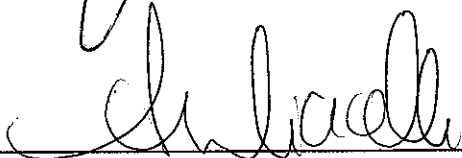
Councillor Marra was absent when the vote was taken on this matter.

S 60/2016 ST /8821

Clerk's Note: The report of the City Engineer dated March 4, 2016 entitled "Contract Services with Windsor-Detroit Bridge Authority (WDBA) Early Works Tender Ward 1" is **attached** as background information.

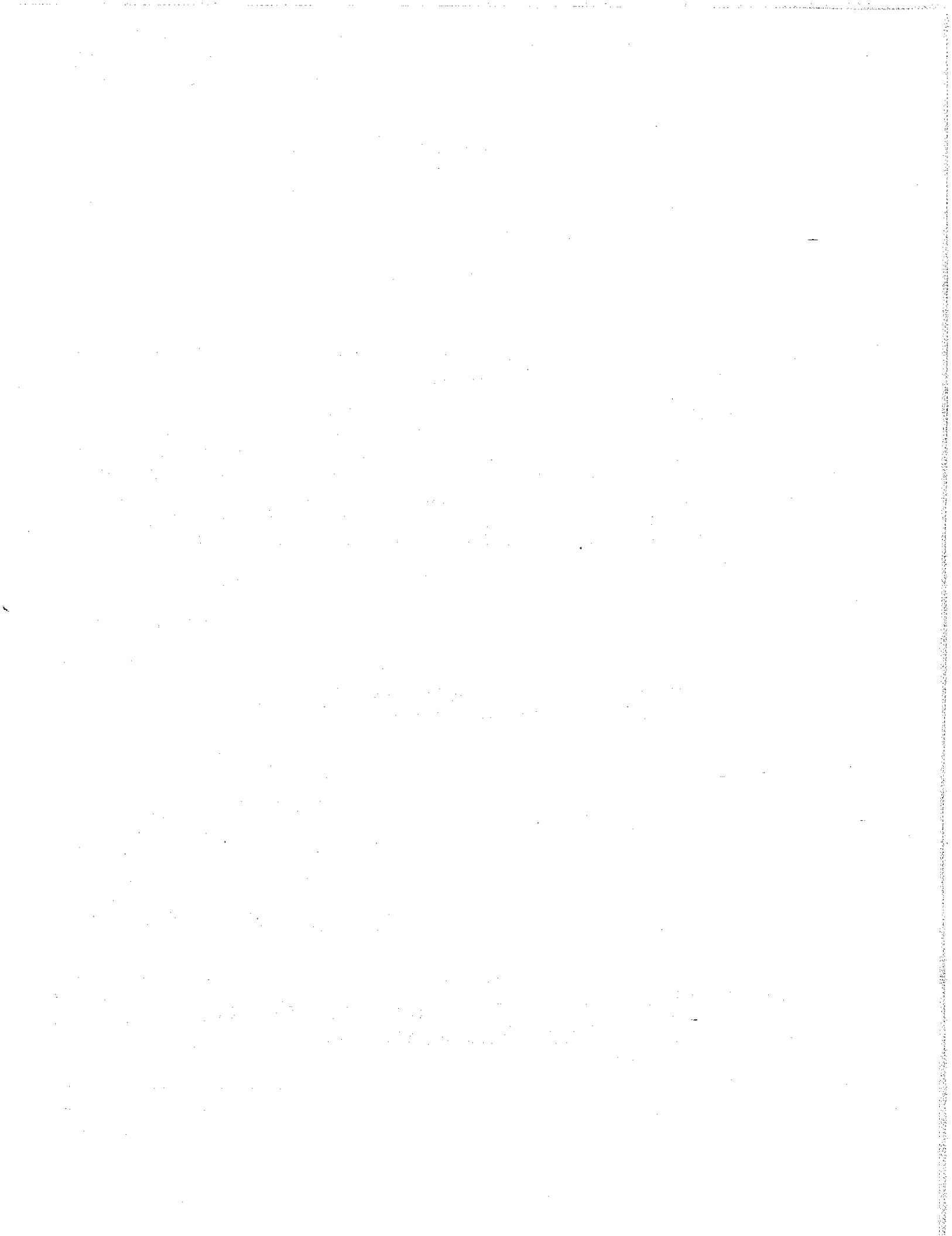


 CHAIRPERSON



 SUPERVISOR OF COUNCIL SERVICES

NOTIFICATION:	
NAME	CONTACT INFORMATION
Christina Vickery, Windsor-Detroit Bridge Authority	Christina.vickery@wdbridge.com





Development, Projects & Right-of-Way

MISSION STATEMENT

"Our City is built on relationships – between citizens and their government, businesses and public institutions, city and region – all interconnected, mutually supportive, and focused on the brightest future we can create together"

REPORT #: S 60/2016	Report Date: 3/4/2016
Author's Contact: Stacey McGuire Project Administrator 519-255-6100 ext 1734 smcguire@citywindsor.ca	Date to Council: March 23, 2016
	Clerk's File #: ST/8821

To: Mayor and Members of City Council

Subject: Contract Services with Windsor-Detroit Bridge Authority (WDBA) Early Works Tender Ward 1

RECOMMENDATION:

That the City Clerk and Chief Administrative Officer **BE AUTHORIZED** to enter into an agreement with the Windsor-Detroit Bridge Authority for the provision of professional project management services related to the contract administration phase of the Windsor-Detroit Bridge Authority Early Works Tender pursuant to their letter dated March 2, 2016 attached as Appendix "A" satisfactory in form to the City Solicitor, in technical content to the City Engineer and in financial content to the City Treasurer.

EXECUTIVE SUMMARY: N/A

BACKGROUND:

In 2009, the City of Windsor entered into an agreement of purchase and sale with Transport Canada for lands required for the proposed plaza at the Canadian portal of the newly named Gordie Howe International Bridge.

This agreement requires that Transport Canada design and construct a perimeter access road (PAR), including Broadway Street, around the proposed plaza which will be a public right of way. The agreement also requires relocation of existing utilities from the plaza footprint to the PAR right-of-way and designated utility corridors.

In order to complete design and construction of the PAR, Transport Canada requested assistance from the City of Windsor by issuing a Request for Proposal for Technical Services through Public Works and Government Services Canada (PWGSC).

CR17/2014 authorized the City to enter into an agreement with PWGSC for technical services related to the design works. Design of the PAR and utilities relocations (the Early Works) proceeded from October 2014 to the present. PWGSC has exercised options in the technical services contract to extend the contract for 8 additional one-week periods. No further extensions are permitted under the contract. The contract expired July 24, 2015. All City staff time spent on this project was recovered through this agreement.

The Windsor-Detroit Bridge Authority (WDBA), created in 2012, is a not-for-profit Crown corporation which reports to Parliament through the Minister of Transport. The WDBA was created to manage the procurement process for the design, construction, operation and maintenance of the new bridge between Windsor and Detroit through a public-private partnership (P3). The WDBA has formally taken over the procurement of the Early Works Tender. The Early Works tender has been awarded to Amico Infrastructures Inc. and construction is underway.

The WDBA has subsequently requested the City provide further professional project management services during the construction phase of the early works tender.

DISCUSSION:

The scope of the City's contract with PWGSC did not include contract administration services during construction.

The WDBA has requested a new contract with the City to provide professional project management services. The scope of services required is detailed in the letter from the WDBA, attached as Appendix "A". The City will provide technical expert services to the WDBA with overall project management tasks, coordination, oversight management services and environmental management advice with respect to any municipal requirements during the construction of the Project.

Under the terms of this proposal, the City of Windsor will work closely with the WDBA and their consultants to ensure municipal standards are met and the City's interests are protected.

RISK ANALYSIS:

Direct involvement in this work as part of the contract administration, inspection and oversight team will ensure the City's interests are protected, as the PAR will ultimately

be owned and maintained by the City. There is very little risk to the City as all costs incurred will be reimbursed by the WDBA.

FINANCIAL MATTERS:

With Council's approval, an agreement for this work would be entered into with the WDBA for full (100%) compensation for all costs incurred by the City.

The agreement will include a pre-contract commitment clause to reimburse cost incurred by the City from the lapse of the PWGSC contract to the commencement of the agreement with the WDBA. All such costs have been documented.

CONSULTATIONS:

Windsor-Detroit Bridge Authority – Pascal Mongeau, Bill Bennett, Christina Vickery
Operations – Phong Nguy, Ian Day

CONCLUSION:

Administration recommends entering into an agreement for the work as it is the most prudent way of ensuring the City's interests are protected with respect to the new Perimeter Access Roadways and utility relocation works.

PLANNING ACT MATTERS: N/A

APPROVALS:

Name	Title
Stacey McGuire	Project Administrator
France Isabelle-Tunks	Senior Manager of Development, Projects and Right of Way/Deputy City Engineer

Name	Title
Mark Winterton	City Engineer and Corporate Leader Environmental Protection and Transportation
Michael Dennis	Financial Planner
Onorio Colucci	Chief Financial Officer/City Treasurer and Corporate Leader Finance and Technology
Shelby Askin Hager	City Solicitor and Corporate Leader Economic Development and Public Safety
Helga Reidel	Chief Administrative Officer

NOTIFICATIONS:

Name	Address	Email
Christina Vickery Windsor-Detroit Bridge Authority	100 Ouellette Avenue, Suite 400 Windsor, ON N9A 6T3	Christina.Vickery@wdbridge.com

APPENDICES:

Appendix A - Statement of Work

March 2, 2016

Mark Winterton, P. Eng.
City Engineer
City of Windsor, Engineering
350 City Hall Square West
Windsor, ON N9A 6S1

**Re: Gordie Howe International Bridge – Early Works Contract
City of Windsor Service Agreement for Construction of Perimeter Access Road
(PAR) and Utility Relocations**

Mark,

The Windsor-Detroit Bridge Authority (WDBA) hereby requests the City of Windsor (the "City") to enter into a Service Agreement with the WDBA for services related to the construction of the Early Works as described below:

Scope of Work

The City shall provide support to the program and project management of the Early Works construction phase with ongoing consultation with WDBA and various stakeholders. WDBA will support this interaction and facilitate discussion as needed.

The City shall provide the technical and coordination services and undertake at a minimum the following duties and tasks:

General Requirements

- Assist WDBA in fulfilling the Government of Canada obligations under the Agreement of Purchase and Sale concluded in 2009 between the Government of Canada and the City of Windsor including all amendments thereto.
- Submit request for information and approvals received from WDBA to the appropriate City official.
- Provide access to and copies of available Windsor documents and records not subject to privileged, relevant to the Project, including but not limited to future development plans; transportation planning studies and traffic data; natural, historical, cultural, socio-economic or other studies; property records on adjacent land owners; historical construction records and as-built drawings; infrastructure condition reports; etc.

- Facilitate and provide assistance for the issuance of temporary access licenses, easements, encroachment, municipal permits or approvals, as the case may be, to WDBA for the purposes of constructing the early works on city of Windsor lands.
- Assist WDBA in communicating with and obtaining information and approvals from City Council, City staff, local land owners, regulatory agencies, utility companies and others.
- Assist WDBA in securing all permits and authorizations required for the construction of the early works from regional, provincial or federal authorities having jurisdiction.
- Acknowledge and accept that Transport Canada may be involved in certain aspects of the Project, particularly in real property acquisition and environmental compliance, given that Transport Canada is the owner of the land.
- Acknowledge and accept that all project-related media releases will require prior approval by WDBA.

Early Works Enabling Requirements

- Help to plan, organize, coordinate and monitor the activities and tasks associated with the design and development of construction drawings and specifications for construction of the perimeter access road;
- Provide strategic and operational advice, recommendations on the plans, individual task assignments, risk management, and work schedule to ensure that the eventual design incorporates municipal requirements. WDBA will ensure that the design meets federal requirements;
- Review the proposed work schedule and take appropriate steps to ensure timely completion of tasks and deliverables within the municipal approvals process. WDBA will undertake timely completion of tasks and deliverables within the WDBA approvals chain;
- Seek all internal Municipal senior management and, if required City Council, approvals required to allow the project to move forward during the design and seek approval for the acceptance of final design and tender-ready documents;
- Attend Project related meetings; including preparation, if required, of agenda, reports and advice on the progress of the Project;
- Review work and designs prepared by the Project Consultant, the Contractor, Utility Owners, or other stakeholders and determine compliance with City standards and requirements.
- Meet with members of the Project team and identified stakeholders (e.g. utility owners, rail owner(s), etc.) as required, to receive input on their requirements, and

Early Works Construction Phase Requirements

- Provide city staff members with experience in project management, environmental, drainage and, field supervision to attend meetings with WDBA, the Contractor, the public and other stakeholders and represent the City.
- Review and provide technical comments to WDBA; the Project Consultant; Contractor; Utility Owners; or other stakeholders, as appropriate, in advance of and at milestone and ad hoc meetings and teleconferences as work is completed by the Contractor.

WDBA APWD

WINDSOR-DETROIT BRIDGE AUTHORITY AUTORITÉ DU PONT WINDSOR-DETROIT

- Provide liaison and advice to the WDBA, the Project Consultant, and the Contractor with respect to City standards, specifications and best practices to be used.
- Coordinate with the Project Consultant and the Contractor to review site inspections, material testing, quality control and surveys, as required.
- Review results of construction quality tests executed by the Early Works Quality Assurance Consultant and identify any deficiencies with regard to City standards immediately to the WDBA and the Project Consultant.
- Submit the road naming application to City Council and obtain approval.
- Attend regular Site Meetings as required.
- Review and assist in providing legal easements, plans, land transfer and/or lease agreements related to City property.
- Facilitate the legislative process related to the Drainage Act and associated requirements.
- Liaise with Utility Owners as required with respect to the project.
- Assist in coordination of landscaping and environmental efforts within City properties and rights-of-way, the Broadway Drain and City stormwater management facilities to ensure compliance with regulatory requirements.
- Provide general assistance and support to WDBA and the Project Consultant in the contract administration for all aspects of the project.
- Provide relocation site(s) for Species at Risk and Provincially Rare Species found on the project site.
- Provide 5 years of monitoring of the relocation site(s) per the Species of Risk Mitigation plan as per the BSTA.

The City shall be reimbursed WDBA for its services described above.

Please feel free to contact the undersigned should you have any questions.

The WDBA looks forward to working with you on this project.

Regards,



Michael Cautillo, P. Eng.
President & Chief Executive Officer
Windsor-Detroit Bridge Authority

Cc: Leslie Martin, P. Eng., Executive Vice President of Engineering & Operations (WDBA)
Bill Bennett, P. Eng., Director of Early Works (WDBA)
Christina Vickery, Project Manager (WDBA)

