



Media Release: Tuesday, September 17, 2019, 4:30 p.m.

## **Regional Municipality of Waterloo**

### **Council Agenda**

#### **\* Addendum Agenda**

Wednesday, September 18, 2019

7:00 p.m.

Regional Council Chamber

150 Frederick Street, Kitchener, Ontario

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- 1. Moment of Silence**
  - 2. Roll Call**
  - 3. Motion to Reconvene Into Open Session**
  - 4. Declarations of Pecuniary Interest under the “Municipal Conflict Of Interest Act”**
  - 5. Presentations**
    - 5.1 Bee City Canada**
      1. Shelly Candel, Director Bee City Canada Re: Mission and Mandate
      - \* 2. Peter Kevan, President Re: Bee Cities
      - \* 3. Erica Shelley, Chairperson Re: Waterloo becoming a bee region.
  - 6. Petitions**
  - 7. Delegations**
  - 8. Minutes of Previous Meetings**
    - a) Closed Council – August 22, 2019
    - b) Council – August 22, 2019
    - c) Community Services – September 10, 2019

Should you require an alternative format please contact the Regional Clerk at Tel.: 519-575-4400, TTY: 519-575-4605, or [regionalclerk@regionofwaterloo.ca](mailto:regionalclerk@regionofwaterloo.ca)

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- d) Administration & Finance – September 10, 2019
- e) Closed Committee – September 10, 2019
- f) Planning & Works – September 10, 2019

## 9. Communications

- a) Council Information Package – **(Distributed Electronically)**

## 10. Motion To Go Into Committee Of The Whole To Consider Reports

## 11. Reports

### Finance Reports

- a) **COR-TRY-19-95**, P2019-20 Supply of Ozone Side Stream Injection Equipment for the Mannheim Water Plant Side Stream Injection Retrofit

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### Recommendation:

That the Regional Municipality of Waterloo accept the proposal of Mazzei Injector Company LLC for P2019-20 Supply of Ozone Side Stream Injection Equipment for the Mannheim Water Treatment Plant Side Stream Injection Retrofit in the amount of \$546,200.00 plus all applicable taxes as set out in report COR-TRY-19-95 dated September 18, 2019.

- b) **COR-TRY-19-96**, T2019-191 Preston Wastewater Treatment Plant Property Fencing – 370 & 395 Montrose Street South, Cambridge, Ontario

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### Recommendation:

That the Regional Municipality of Waterloo accept the tender of Jay Fencing Ltd. for T2019-191 Preston Wastewater Treatment Plant (WWTP) Property Fencing – 370 & 395 Montrose Street South, Cambridge, Ontario in the amount of \$269,299.40 plus all applicable taxes as set out in report COR-TRY-19-96 dated September 18, 2019.

- c) **COR-TRY-19-97**, P2019-13 Supply of Preston Wastewater Treatment Plant Primary Clarifier Mechanism Equipment Replacements

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### Recommendation:

That the Regional Municipality of Waterloo accept the proposal of Ovivo USA, LLC for P2019-13 Supply of Preston Wastewater Treatment Plant Primary Clarifier Mechanism Equipment Replacements in the amount of \$581,224.00 plus all applicable taxes as set out in report COR-TRY-19-97 dated September 18, 2019.

- d) **COR-TRY-19-98**, T2019-174 St. Jacobs Wastewater Treatment Plant Aeration and UV Upgrades, St. Jacobs, Ontario

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of Xterra Construction Inc. for T2019-174 St. Jacobs Wastewater Treatment Plant Aeration and UV Upgrades in the amount of \$1,061,338.52 plus all applicable taxes as set out in report COR-TRY-19-98 dated September 18, 2019; and

That the Regional Municipality of Waterloo amend the 2019-2028 Wastewater Capital Program for project #08301 St. Jacobs Upgrades to advance funds in the amount of \$400,000 from 2021 to 2020 to allow all work to be completed in 2020.

- e) **COR-TRY-19-99**, T2019-173 Connection of Well G6 Turnbull Water Treatment Plant and Cambridge East WTPs Upgrades, Cambridge, Ontario

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of W.S. Nicholls Construction Inc. for T2019-173 Connection of Well G6 to Turnbull WTP and Cambridge East WTPs Upgrades in the amount of \$1,749,963.00 plus all applicable taxes as set out in report COR-TRY-19-99 dated September 18, 2019; and

That the Regional Municipality of Waterloo amend the 2019-2028 Water Capital Program for project #04893 to advance funds in the amount of \$400,000 from 2020 to 2019 to cover costs of work to be completed in 2019.

- f) **COR-TRY-19-100**, T2019-185 Interior Demolition – 200 Frederick Street, Kitchener

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of Tri-Phase Contracting Inc., for T2019-185 Interior Demolition – 200 Frederick Street, Kitchener in the amount of \$1,370,155.00 plus all applicable taxes as set out in report COR-TRY-19-100 dated September 18, 2019.

- g) **COR-TRY-19-101**, T2019-197 Research and Technology Park Station Area Improvements

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**Recommendation:**

That the Regional Municipality of Waterloo take the following action with respect to T2019-197 Research and Technology Park Station Area Improvements as set out in report COR-TRY-19-101 dated September 18, 2019:

1. Accept the tender of Capital Paving Inc. in the amount of \$1,061,027.97 plus all applicable taxes;
2. Amend the 2019 Grand River Transit Capital Program by transferring savings of \$80,100 from the Transit Hub Trail (project # 66111), funded from the Public Transit Infrastructure Fund (50%; \$40,050) and from Property Tax Supported Debentures (50%; \$40,050) to the RT Park Station Access Improvements (project # 66098);
3. Approve an increase in project cost of \$358,300 to be funded from Property Tax Supported Debentures for a term not to exceed 10 years.

h) **COR-TRY-19-102**, T2019-199 Electronic Fare Management System – Fare Media Products

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of NNA Ticket Ltd. for T2019-199 Electronic Fare Management System – Fare Media Products for a three (3) year term commencing October 1, 2019 with the option to renew for four (4) additional one (1) year terms at an estimated total cost of \$2,524,692.00 (annual estimated cost of \$841,564.00) plus all applicable taxes as set-out in report COR-TRY-19-102 dated September 18, 2019.

**Committee Reports**

a) Community Services- attached & marked CS-190910

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b) Planning and Works - attached & marked PS-190910

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\* Memo: Additional Financial Information re: TES-TRS-19-20/CSD-EIS-19-11  
Low Income Transit Program (Item 1)

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\* Revised Item 4:

That the Regional Municipality of Waterloo supports Kiwanis Transit, for at least another year, for the shuttle service they provide around Elmira;

And That the service continues, until there is a more in depth conversation on what the shuttle service and transit in the Townships might look like.  
[TES-TRS-19-19]

\*c) Closed Community Services – attached & marked CC-190910

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\*d) Closed Planning & Works – attached & marked CP-190910

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**Chief Administrative Officer**

**Regional Chair**

**Regional Clerk**

**12. Other Matters Under Committee Of The Whole**

**13. Motion For Committee Of The Whole To Rise And Council Resume**

**14. Motion To Adopt Proceedings Of Committee Of The Whole**

**15. Motions**

**16. Notice of Motion**

**17. Unfinished Business**

**18. Other Business**

**\*19. Addendum**

\*19.1 [TES-TRS-19-18](#), P2019-17 GRT Advertising Program

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**Recommendation:**

1. That the Region of Waterloo continue to permit full bus wraps and mural products on GRT buses as a part of the Bus Advertising Program thereby generating an annual guaranteed revenue of \$425,000 for the term of the new agreement.
2. That the Region of Waterloo accept the proposal from Pattison Outdoor Advertising for P2019-17 Grand River Transit shelter, bus and ION light rail station advertising program that will generate the sum of minimum annual guarantee payments over the period of the contract totalling \$16,675,000.

**19. Questions**

**20. Enactment Of By-laws – First, Second & Third Readings**

a) A By-law to Confirm the Actions of Council –September 18, 2019

**21. Adjourn**



**Report:** COR-TRY-19-95

**Region of Waterloo**  
**Corporate Services**  
**Treasury Services (Procurement)**

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**To:** Regional Chair Karen Redman and Members of Regional Council  
**Date:** September 18, 2019                      **File Code:** F18-40  
**Subject:** **P2019-20 Supply of Ozone Side Stream Injection Equipment for the Mannheim Water Plant Side Stream Injection Retrofit**

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**Recommendation:**

That the Regional Municipality of Waterloo accept the proposal of Mazzei Injector Company LLC for P2019-20 Supply of Ozone Side Stream Injection Equipment for the Mannheim Water Treatment Plant Side Stream Injection Retrofit in the amount of \$546,200.00 plus all applicable taxes as set out in report COR-TRY-19-95 dated September 18, 2019.

**Summary:** Nil

**Report:**

Proposals were called for P2019-20 Supply of Ozone Side Stream Injection Equipment for the Mannheim Water Treatment Plant Side Stream Injection Retrofit and were advertised in the Record, in the Daily Commercial News, on the Ontario Public Buyers Association website and on the Region's website. One (1) proposal was received. The proposal was evaluated using pre-determined technical criteria which included schedule, completeness and bid organization, compliance with technical specifications, vendor experience, project team, availability of spare parts and response time for service and references. The proponent met all of the technical criteria and following the qualitative evaluation their price envelope was opened. The proposal was opened in the presence of R. Snider, C. Melitzer, and A. Dooling.

The following proposal was received:

Mazzei Injector Company LLC                      Bakersfield, CA

There is only one known vendor for this type of equipment; however a tender was issued in the event there were other vendors of which staff were not aware. There are multiple vendors who supply complete ozone systems; however those vendors do not supply a smaller component of an ozone system, which is the subject of this tender.

The work of this contract includes the supply and delivery of an Ozone Side Stream Injection System and all necessary appurtenances for a complete and fully functioning ozone delivery system to be installed at the Mannheim Water Treatment Plant at 2069 Ottawa Street South, Kitchener. The supply of this system will be novated into the general construction contract that is expected to be tendered later in September of 2019.

Equipment is expected to be received by February 2020 for installation beginning in the first quarter of 2020 and be substantially complete by May 2021.

The final date of acceptance for this proposal is November 18, 2019.

#### **Corporate Strategic Plan:**

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to protect the quality and quantity of our water resources under Strategic Focus Area 3, Environment and Sustainable Growth.

#### **Financial Implications:**

P2019-20	\$546,200
Plus: Applicable Net HST of 1.76%	<u>9,600</u>
	Total <u>\$555,800</u>

Note: All figures are rounded to the nearest \$100.

The Region's approved 2019-2028 Water Capital Program includes a budget of \$6,958,000 in 2019, \$10,000,000 in 2020, and \$13,000,000 in 2021 (total \$29,958,000) for Facilities Upgrades (project # 04893) to be funded from the Water Capital Reserve Fund (73%; \$21,869,300) and from the Water Development Charge Reserve Fund (27%; \$8,088,700). This budget includes an allowance of \$600,000 for the Ozone Side Stream Injection Equipment.

#### **Other Department Consultations/Concurrence:**

Transportation and Environmental Services staff was consulted in the preparation of this report.

**Attachments:** Nil

**Prepared By:** Lisa Evans, Manager, Procurement/Chief Purchasing Officer

**Approved By:** Craig Dyer, Commissioner, Corporate Services/Chief Financial Officer





**Report: COR-TRY-19-96**

**Region of Waterloo  
Corporate Services  
Treasury Services (Procurement)**

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**To:** Regional Chair Karen Redman and Members of Regional Council  
**Date:** September 18, 2019                      **File Code:** F18-30  
**Subject:** T2019-191 Preston Wastewater Treatment Plant Property Fencing – 370 & 395 Montrose Street South, Cambridge, Ontario

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of Jay Fencing Ltd. for T2019-191 Preston Wastewater Treatment Plant (WWTP) Property Fencing – 370 & 395 Montrose Street South, Cambridge, Ontario in the amount of \$269,299.40 plus all applicable taxes as set out in report COR-TRY-19-96 dated September 18, 2019.

**Summary:** Nil

**Report:**

Tenders were called for T2019-191 Preston Wastewater Treatment Plant (WWTP) Property Fencing – 370 & 395 Montrose Street South, Cambridge, Ontario and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website. The tenders were received and opened through the Region's e-bidding system and reviewed by Procurement and program area staff.

The following tenders were received:

Jay Fencing Ltd.	Waterloo, ON	\$269,299.40
CSL Group Ltd.	Ancaster, ON	\$373,692.50

The work under this contract includes the installation of new perimeter fencing at 370 & 395 Montrose Street South in Cambridge. In 2014, the Region acquired the vacant property (370 Montrose St.) located across from the Preston WWTP, to provide additional footprint that could be used to accommodate potential future process control,

maintenance and administrative building needs. The contract also requires clearing of vegetation around the perimeter of the property prior to the installation of the new fencing. The scope of this project also includes the replacement of sections of the perimeter fencing at the Preston WWTP (395 Montrose St.). Both sites will require the demolition of sections of the existing fencing and installation of new chain-link fencing.

Construction is scheduled to start on September 30, 2019 and be substantially complete by November 15, 2019.

The final date of acceptance for this tender is November 24, 2019.

**Corporate Strategic Plan:**

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to protect the quality and quantity of our water resources under Strategic Focus Area 3, Environment and Sustainable Growth.

**Financial Implications:**

T2019-191	\$269,300
Plus: Applicable Net HST of 1.76%	<u>4,700</u>
	Total <u>\$274,000</u>

Note: All figures are rounded to the nearest \$100.

The Region’s approved 2019-2028 Wastewater Capital Program includes a budget of \$2,200,000 in 2019 for Cambridge Infrastructure Upgrades (project # 08308) to be funded from the Wastewater Capital Reserve (75.7%; \$1,665,400) and the Wastewater Development Charge Reserve Fund (24.3%; \$534,600). This budget includes an allowance of \$310,000 for the Preston WWTP property fencing. The remaining funds will be available for other Cambridge Infrastructure Upgrade projects.

**Other Department Consultations/Concurrence:**

Water Services staff was consulted in the preparation of this report.

**Attachments:** Nil

**Prepared By:** Lisa Evans, Manager, Procurement/Chief Purchasing Officer

**Approved By:** Craig Dyer, Commissioner, Corporate Services/Chief Financial Officer



**Report:** COR-TRY-19-97

**Region of Waterloo**  
**Corporate Services**  
**Treasury Services (Procurement)**

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**To:** Regional Chair Karen Redman and Members of Regional Council  
**Date:** September 18, 2019                      **File Code:** F18-40  
**Subject:** **P2019-13 Supply of Preston Wastewater Treatment Plant Primary Clarifier Mechanism Equipment Replacements**

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**Recommendation:**

That the Regional Municipality of Waterloo accept the proposal of Ovivo USA, LLC for P2019-13 Supply of Preston Wastewater Treatment Plant Primary Clarifier Mechanism Equipment Replacements in the amount of \$581,224.00 plus all applicable taxes as set out in report COR-TRY-19-97 dated September 18, 2019.

**Summary:** Nil

**Report:**

Proposals were called for P2019-13 Supply of Preston Wastewater Treatment Plant Primary Clarifier Mechanism Equipment Replacements and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website. Four (4) proposals were received. The proposals were evaluated using pre-determined technical criteria which included schedule, completeness, vendor experience, agreement with commercial terms and conditions, proposed equipment, proposed solution, project team, availability of spare parts, and references. Following the qualitative evaluation, two (2) proposals were shortlisted and their price envelopes were opened.

The following proposals were shortlisted:

Ovivo USA, LLC	Salt Lake City, Utah
Westech Engineering, Inc.	Salt Lake City, Utah

The proposal submitted by Ovivo USA, LLC obtained the highest overall score.

The work for the replacement of the primary clarifier mechanism equipment at the Preston WWTP will include the supply, delivery, installation and commissioning for four (4) primary clarifier mechanisms and control panels. This equipment is being pre-purchased in advance of the award of the general contract to complete the detailed design of this project.

P2019-13 Supply of Preston Wastewater Treatment Plant Primary Clarifier Mechanism Equipment Replacements will be incorporated by means of a Novation Agreement into the future general construction contract for the new Preston Wastewater Treatment Plant Primary Clarifier Mechanism Upgrades, which is expected to commence in July 2020 with completion by August 2021.

The final date of acceptance for this proposal is November 28, 2019.

**Corporate Strategic Plan:**

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to protect the quality and quantity of our water resources under Strategic Focus Area 3, Environment and Sustainable Growth.

**Financial Implications:**

P2019-13	\$581,200
Plus: Applicable Net HST of 1.76%	<u>10,200</u>
	Total <u>\$591,400</u>

Note: All figures are rounded to the nearest \$100.

The Region’s approved 2019-2028 Wastewater Capital Program includes a budget of \$2,200,000 in 2019, \$3,000,000 in 2020 and \$3,000,000 in 2021 (total \$8,200,000) for Cambridge Infrastructure Upgrades (project # 08308) to be funded from the Wastewater Capital Reserve (75.7%; \$6,207,400) and the Wastewater Development Charges Reserve Fund (24.3%; \$1,992,600). This budget includes an allowance of \$2,900,000 for the Preston Wastewater Treatment Plant Primary Clarifier Mechanism Upgrades, including the mechanism pre-purchase (part of this report) and its installation (part of a separate future report). The remaining funds will be available for other Cambridge Infrastructure Upgrade projects.

**Other Department Consultations/Concurrence:**

Water Services staff was consulted in the preparation of this report.

**Attachments:** Nil

**Prepared By:** **Lisa Evans**, Manager, Procurement, Chief Purchasing Officer

**Approved By:** **Craig Dyer**, Commissioner, Corporate Services, Chief Financial Officer



**Report:** COR-TRY-19-98

**Region of Waterloo**  
**Corporate Services**  
**Treasury Services (Procurement)**

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**To:** Regional Chair Karen Redman and Members of Regional Council  
**Date:** September 18, 2019                      **File Code:** F18-30  
**Subject:** T2019-174 St. Jacobs Wastewater Treatment Plant Aeration and UV Upgrades, St. Jacobs, Ontario

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of Xterra Construction Inc. for T2019-174 St. Jacobs Wastewater Treatment Plant Aeration and UV Upgrades in the amount of \$1,061,338.52 plus all applicable taxes as set out in report COR-TRY-19-98 dated September 18, 2019; and

That the Regional Municipality of Waterloo amend the 2019-2028 Wastewater Capital Program for project #08301 St. Jacobs Upgrades to advance funds in the amount of \$400,000 from 2021 to 2020 to allow all work to be completed in 2020.

**Summary:** Nil

**Report:**

Tenders were called for T2019-174 St. Jacobs Wastewater Treatment Plant (WWTP) Aeration and UV Upgrades, 49 Water St., St. Jacobs, Ontario and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website. The tenders were received and opened through the Region's e-bidding system and reviewed by Procurement and program area staff.

The following tenders were received:

Xterra Construction Inc.	Kitchener, ON	\$1,061,338.52
Baseline Constructors Inc.	Waterloo, ON	\$1,139,000.00

Note: One submission was disqualified.

The work under this contract includes the following: upgrade the existing mechanical rotor aeration system to surface aerators as well as upgrading the current UV disinfection system.

In 2017, the Region of Waterloo retained CIMA to evaluate aeration alternatives to address the ongoing costs and effort related to maintaining the current mechanical rotor aerators. The recommendations provided by CIMA were to replace the existing rotor aerators with surface aerators to reduce maintenance costs and optimize aeration performance.

The 2018 Wastewater Treatment Master Plan recommended the replacement of the UV system at the St. Jacobs WWTP by 2021-2022 as the current UV disinfection system is outdated and no longer supported by the supplier. In the summer of 2018, the Region of Waterloo retained the Cole Engineering Group Ltd. to perform studies for the expansion of St. Jacobs WWTP through optimizing and re-rating the plant. Cole confirmed the need for the replacement of the UV system and recommended to combine this project with the aeration upgrades to increase the reliability of disinfection at the St. Jacobs WWTP.

Construction of the aeration and UV upgrades is scheduled to start in October 2019 and be substantially complete by Spring 2020.

The final date of acceptance for this tender is November 12, 2019.

### **Corporate Strategic Plan:**

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to protect the quality and quantity of our water resources under Strategic Focus Area 3, Environment and Sustainable Growth.

### **Financial Implications:**

Contract T2019-174 will be funded as follows:

#### **Aeration Upgrades**

T2019-174	\$711,300
Consulting Fees (Contract Administration)	<u>45,900</u>
	Sub-total \$757,200
Plus: Applicable Net HST of 1.76%	<u>13,300</u>
	Total <u>\$770,500</u>

Note: All figures are rounded to the nearest \$100.

The Region’s approved 2019-2028 Wastewater Capital Program includes a budget of \$2,152,000 in 2019 and \$2,000,000 in 2020 (total \$4,152,000) for the Rural Infrastructure Upgrades (project #08309) to be funded from the Wastewater Capital Reserve (57.9%; \$2,404,000) and the Wastewater Development Charge Reserve Fund (42.1%; \$1,748,000). An amount of \$200,000 has been allocated in 2019 and \$700,000 in 2020 for the St. Jacobs WWTP Aeration Upgrades. The remaining funds will be available for other rural infrastructure upgrade projects.

**UV Upgrades**

T2019-174	\$350,000
Consulting Fees (Contract Administration)	<u>43,000</u>
	Sub-total \$393,000
Plus: Applicable Net HST of 1.76%	<u>6,900</u>
	Total <u>\$399,900</u>

Note: All figures are rounded to the nearest \$100.

The Region’s approved 2019-2028 Wastewater Capital Program includes a budget of \$150,000 in 2019, \$200,000 in 2020 and \$2,200,000 in 2021 (total \$2,550,000) for the St. Jacobs Upgrades (project #08301) to be funded from the Wastewater Capital Reserve (69.1%; \$1,762,000) and the Wastewater Development Charge Reserve Fund (30.9%; \$788,000). An amount of \$500,000 has been allocated in 2021 for the St. Jacobs WWTP UV Upgrades. Staff recommends advancing \$399,900 from 2021 to 2020 to allow all work to be completed in 2020. The remaining funds will be available for other St. Jacobs WWTP Upgrade projects.

**Other Department Consultations/Concurrence:**

Water Services staff was consulted in the preparation of this report.

**Attachments:** Nil

**Prepared By:** Lisa Evans, Manager, Procurement/Chief Purchasing Officer

**Approved By:** Craig Dyer, Commissioner, Corporate Services/Chief Financial Officer





**Report:** COR-TRY-19-99

**Region of Waterloo**  
**Corporate Services**  
**Treasury Services (Procurement)**

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**To:** Regional Chair Karen Redman and Members of Regional Council  
**Date:** September 18, 2019                      **File Code:** F18-30  
**Subject:** T2019-173 Connection of Well G6 Turnbull Water Treatment Plant and  
Cambridge East WTPs Upgrades, Cambridge, Ontario

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of W.S. Nicholls Construction Inc. for T2019-173 Connection of Well G6 to Turnbull WTP and Cambridge East WTPs Upgrades in the amount of \$1,749,963.00 plus all applicable taxes as set out in report COR-TRY-19-99 dated September 18, 2019; and

That the Regional Municipality of Waterloo amend the 2019-2028 Water Capital Program for project #04893 to advance funds in the amount of \$400,000 from 2020 to 2019 to cover costs of work to be completed in 2019.

**Summary:**

Nil

**Report:**

Tenders were called for T2019-173 Connection of Well G6 to Turnbull Water Treatment Plant (WTP) and Cambridge East WTPs Upgrades and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website. One tender was received and opened through the Region's e-bidding system and reviewed by Procurement and program area staff.

The following tender was received:

W.S. Nicholls Construction Inc.	Cambridge, ON	\$1,749,963.00
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Although a number of potential bidders registered as plan takers, only one (1) bid was submitted. Two of the potential bidders advised they considered their current work load excessive and would not be able to meet the required schedules for this project, and a third potential bidder claimed they would not be competitive.

The value of the bid was approximately 3% lower than the construction cost estimate provided by the consultant working on this project, and, therefore, deemed within the construction industry competitive costs.

This contract includes work identified by the Water Services Asset Management Group and work identified in the study completed in 2015, Implementation Plan for Cambridge Water System Upgrades (Cambridge Upgrades). All work included in this contract involves the three Cambridge East WTPs (Turnbull WTP, Pinebush WTP and Shades Mill WTP). Individual projects were combined under a single contract to optimize the delivery of the work and to avoid multiple interruptions at each system during construction. The work of the scope consists of:

#### **Asset Management Work**

- Modification of the current overflow troughs at Turnbull, Pinebush and Shades Mills WTPs;
- Inventory, condition and capital planning (ICC) assessment for the raw water tanks, clear wells, backwash holding tanks and treated water reservoirs at Turnbull, Pinebush and Shades Mills WTPs, and repairs identified by the inspections.

#### **Cambridge Upgrades Study Work**

- Connection of Well G6 to the Turnbull WTP including decommissioning of the current treatment infrastructure at this well site, and upgrades to the well power supply system;
- Reconfiguration of the Pinebush WTP treated water discharge to provide connection to the Cambridge Zone 2 East (Cam 2E) distribution system.

The modification of the overflow troughs was identified in an assessment of discharges of process water from the Region's WTPs to sanitary and/or storm sewer completed in 2015. This study recommended upgrades of the storm sewer overflow troughs, which are part of this contract. As the three Cambridge East WTPs will be taken out of service during the work at the overflow troughs, the Asset Management group will inspect the raw water tanks, clear wells, backwash holding tanks and treated water reservoirs, and recommend any identified repairs to these tanks as part of this contract.

The 2015 Cambridge Upgrades Study identified a number of upgrades to optimize the Cambridge water system. It was identified that connecting Well G6 to the Turnbull WTP would eliminate the need of individual treatment at the well site reducing operating costs and simplifying the operation of the system. The 2015 Cambridge Upgrades Study also recommended the connection of the Pinebush WTP discharge (which currently only supplies the Cambridge Zone 1 – Cam 1) to the Cambridge Zone 2E (Cam 2E) to provide flexibility for this WTP to also supply Cam 2E in the future.

Construction is scheduled to start in October 2019 and be substantially complete by November 2020.

The final date of acceptance for this tender is November 12, 2019.

### **Corporate Strategic Plan:**

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to protect the quality and quantity of our water resources under Strategic Focus Area 3, Environment and Sustainable Growth.

### **Financial Implications:**

Contract T2019-173 will be funded as follows:

#### **G6 Connection to Turnbull and Cambridge East WTPs Overflow Trough Reconfiguration**

T2019-173	\$1,163,000
Consulting Fees (Contract Administration)	<u>99,000</u>
Sub-total	\$1,262,000
Plus: Applicable Net HST of 1.76%	<u>22,200</u>
Total	<u><u>\$1,284,200</u></u>

Note: All figures are rounded to the nearest \$100.

The Region's approved 2019-2028 Water Capital Program includes a budget of \$6,958,000 in 2019 and \$10,000,000 in 2020 (total \$16,958,000) for the Water Facilities Upgrades (project #04893) to be funded from the Water Capital Reserve (73.0%; \$12,379,000) and the Water Development Charge Reserve Fund (27.0%; \$4,579,000). An amount of \$1,500,000 has been allocated in 2020 for the G6 Connection to Turnbull and Cambridge East WTPs Overflow Trough Reconfiguration. Staff recommend advancing \$400,000 from 2020 to 2019 to cover work to be completed in 2019. The remaining funds will be available for other Water Facilities Upgrade projects.

**Pinebush WTP Cambridge Zone 2 East Connection**

T2019-173	\$262,000
Consulting Fees (Contract Administration)	<u>13,400</u>
	Sub-total \$275,400
Plus: Net HST of 1.76%	<u>4,800</u>
	Total <u><u>\$280,200</u></u>

Note: All figures are rounded to the nearest \$100.

The Region's approved 2019-2028 Water Capital Program includes a budget of \$2,446,000 in 2019 and \$5,510,000 in 2020 for the Cambridge Water Distribution Upgrades (project #04181) to be funded from the Water Capital Reserve (73.6%; \$5,855,600) and the Water Development Charge Reserve Fund (26.4%; \$2,100,400). An amount of \$300,000 has been allocated for the Pinebush WTP Cambridge Zone 2 East Connection. The remaining funds will be available for other Cambridge Water Distribution Upgrade projects.

**Turnbull, Pinebush and Shades Mills WTPs Reservoir Inspections and Repairs**

T2019-173	\$325,000
Consulting Fees (Contract Administration)	<u>107,600</u>
	Sub-total \$432,600
Plus: Net HST of 1.76%	<u>7,600</u>
	Total <u><u>\$440,200</u></u>

Note: All figures are rounded to the nearest \$100.

The Region's approved 2019-2028 Water Capital Program includes a budget of \$1,225,000 in 2019 and \$650,000 in 2020 (total \$1,875,000) for Asset Management (project #04159) to be funded from the Water Capital Reserve (73.0%; \$1,368,000) and the Water Development Charge Reserve Fund (27.0%; \$507,000). An amount of \$500,000 has been allocated in 2019 and 2020 for the Turnbull, Pinebush and Shades Mills WTPs Reservoir Inspections and Repairs. The remaining funds will be available for other Asset Management projects.

**Other Department Consultations/Concurrence:**

Water Services staff was consulted in the preparation of this report.

**Attachments:** Nil

**Prepared By:** Lisa Evans, Manager, Procurement/Chief Purchasing Officer

**Approved By:** Craig Dyer, Commissioner, Corporate Services/Chief Financial Officer



**Report:** COR-TRY-19-100

**Region of Waterloo**  
**Corporate Services**  
**Treasury Services (Procurement)**

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**To:** Regional Chair Karen Redman and Members of Regional Council

**Date:** September 18, 2019                      **File Code:** F18-30

**Subject:** T2019-185 Interior Demolition – 200 Frederick Street, Kitchener

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of Tri-Phase Contracting Inc., for T2019-185 Interior Demolition – 200 Frederick Street, Kitchener in the amount of \$1,370,155.00 plus all applicable taxes as set out in report COR-TRY-19-100 dated September 18, 2019.

**Summary:** Nil

**Report:**

Tenders were called for T2019-185 Interior Demolition – 200 Frederick Street, Kitchener and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website. The tenders were received and opened through the Region's e-bidding system and reviewed by Procurement and program area staff.

The following tenders were received:

Tri-Phase Contracting Inc.	Mississauga, ON	\$1,370,155.00
Salandria Ltd.	Richmond Hill, ON	\$1,373,318.00
First Response Environmental 2012 Inc.	Stoney Creek, ON	\$1,467,544.00
Dakon Construction Ltd.	Waterloo, ON	\$1,498,400.00
MGI Construction Corp.	Etobicoke, ON	\$1,544,600.00
Budget Environmental Disposal Inc.	Hamilton, ON	\$1,973,320.00

As recommended in the approved Waterloo Regional Police Service (WRPS) Facilities Master Plan (2018) and further described in report COR-FSD-18-04/COR-FFM-18-06 Police Services 2018-2027 Capital Program Amendments dated April 10, 2018, WRPS Central Division will be relocating to 200 Frederick Street, Kitchener in order to address capacity issues at the current location of 134 Frederick St., Kitchener.

The demolition and abatement portion of the work was separated from the main renovation construction tender in order to remove much of the risk from the General Contractor. The early removal of hazardous materials and all non-structural partitions, finishes, flooring, ceilings, as well as all mechanical and electrical systems allows for a more accurate verification of remaining structure to aid with finalizing the design with the added benefit of maintaining the construction schedule. It is expected that this will lead to cost savings for the main renovation construction tender.

Demolition is scheduled to start in October 2019 and be substantially complete by February 2020.

The final date of acceptance for this tender is December 12, 2019.

#### **Corporate Strategic Plan:**

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to enhance community safety and crime prevention under Strategic Focus Area 4, Healthy, Safe, and Inclusive Communities.

#### **Financial Implications:**

T2019-185	\$1,370,200
Plus: Applicable Net HST of 1.76%	<u>24,100</u>
Total	<u>\$1,394,300</u>

Note: All figures are rounded to the nearest \$100.

The 2019-2028 WRPS Capital Program includes a budget of \$6,625,800 in 2019 and \$27,329,800 in years 2020-2024 (total \$33,955,600) for the various phases of 200 Frederick Street Renovation (projects # 50046, 50049, 50050) to be funded from 20 year property tax supported debentures (51%; \$17,317,400) and 20 year debentures funded from Regional Development Charges (49%; \$16,638,200).

To date, \$2,571,000 has been spent or committed to the overall project.

An amount of \$1,400,000 has been allocated for the work of this tender.

Debt servicing costs related to this proposal for non-growth related debentures of \$711,100 to be reflected in future WRPS operating budgets are estimated to be \$50,000 annually over a period of 20 years based on a projected cost of borrowing of 3.5%. Debt servicing costs for growth related debentures of \$683,200 to be reflected in future WRPS operating budgets and recoverable from development charges are estimated to be \$48,100 annually over a period of 20 years based on a projected cost of borrowing of 3.5%.

**Other Department Consultations/Concurrence:**

Facilities staff and Waterloo Regional Police Services staff was consulted in the preparation of this report.

**Attachments:** Nil

**Prepared By:** Lisa Evans, Manager, Procurement/Chief Purchasing Officer

**Approved By:** Craig Dyer, Commissioner, Corporate Services/Chief Financial Officer





**Report:** COR-TRY-19-101

**Region of Waterloo**  
**Corporate Services**  
**Treasury Services (Procurement)**

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**To:** Regional Chair Karen Redman and Members of Regional Council

**Date:** September 18, 2019                      **File Code:** F18-30

**Subject:** T2019-197 Research and Technology Park Station Area Improvements

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**Recommendation:**

That the Regional Municipality of Waterloo take the following action with respect to T2019-197 Research and Technology Park Station Area Improvements as set out in report COR-TRY-19-101 dated September 18, 2019:

1. Accept the tender of Capital Paving Inc. in the amount of \$1,061,027.97 plus all applicable taxes;
2. Amend the 2019 Grand River Transit Capital Program by transferring savings of \$80,100 from the Transit Hub Trail (project # 66111), funded from the Public Transit Infrastructure Fund (50%; \$40,050) and from Property Tax Supported Debentures (50%; \$40,050) to the RT Park Station Access Improvements (project # 66098);
3. Approve an increase in project cost of \$358,300 to be funded from Property Tax Supported Debentures for a term not to exceed 10 years.

**Summary:** Nil

**Report:**

Tenders were called for T2019-197 Research and Technology Park Station Area Improvements and were advertised in the Record, in the Daily Commercial News, on the Ontario Public Buyers Association website and on the Region's website. The tenders were received and opened through the Region's e-bidding system and reviewed by Procurement and program area staff.

The following tenders were received:

Capital Paving Inc.	Guelph, ON	\$1,061,027.97
I.M. Benjamins Inc. o/a Hardscape Concrete & Interlock	Cambridge, ON	\$1,072,166.20

The work of the project is to provide improvements to the Research and Technology Park ION Station Area, between Wes Graham Way and Phillip Street in the City of Waterloo. The work includes earth excavation and grading, construction of asphalt and concrete pathways and seating areas, electrical and storm sewer installations and landscaping to connect the Research & Technology park ION Station to Wes Graham Way, the Laurel Trail and surrounding buildings.

The work is scheduled to commence in late September, 2019 and be completed in November, 2019.

The final date of acceptance for this tender is November 12, 2019.

#### **Corporate Strategic Plan:**

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to plan for and provide the infrastructure and services necessary to create the foundation for economic success under Strategic Focus Area 1, Thriving Economy.

#### **Financial Implications:**

T2019-197	\$1,061,000
Regional Engineering, and Inspection (HST N/A)	42,500
Consultant Engineering	15,000
Soils and Materials Testing	<u>11,800</u>
	Sub-total \$1,130,300
Plus: Applicable Net HST of 1.76%	<u>19,100</u>
	Total <u>\$1,149,400</u>

Note: All figures are rounded to the nearest \$100.

The Region's approved 2019-2028 Grand River Transit Capital Program includes a budget of \$711,000 in 2019 for RT Park Station Access Improvements (project # 66098) to be funded from the Public Transit Infrastructure Fund (50%; \$355,500) and from Property Tax Supported Debentures (50%; \$355,500). In order to receive the Public

Transit Infrastructure funding (\$355,500), this work must be completed before March 2020.

The cost of this work exceeds the project budget by \$438,400. The additional costs are attributable primarily to the limited availability of contractors at this time of the year, specifically contractors able to complete the concrete and landscaping work which forms a significant portion of this project. Many contractors have a significant amount of existing work on their books at this point in the season, and concrete crews in particular have been difficult to schedule this fall due to high industry demand.

The fact that the two bids received are within 2% of each other indicates that the cost represents value to the Region for this type of work at this time given the amount of work in the industry.

Subject to Council approval, the additional costs of \$438,400 will be partially funded from the Transit Hub Trail (project # 66111), which includes savings of \$80,100, funded from the Public Transit Infrastructure Fund (50%; \$40,050) and from Property Tax Supported Debentures (50%; \$40,050). The remaining costs of \$358,300 will be funded from additional Property Tax Supported Debentures, as set out in the table below:

	Public Transit Infrastructure Fund	Property Tax Supported Debentures	Total
Approved 2019-2028 Capital Program	\$355,500	\$355,500	\$711,000
Transfer from 66111 Transit Hub Trail	40,050	40,050	80,100
Proposed Budget Increase	0	358,300	358,300
Total	\$395,550	\$753,850	\$1,149,400

Debt servicing costs to be reflected in future Grand River Transit operating budgets are estimated to be \$88,400 annually over a period of 10 years on an estimated cost of borrowing of 3.0%.

**Other Department Consultations/Concurrence:**

Design and Construction staff and Grand River Transit staff were consulted in the preparation of this report.

**Attachments:** Nil

**Prepared By:** Lisa Evans, Manager, Procurement/Chief Purchasing Officer

**Approved By:** Craig Dyer, Commissioner, Corporate Services/Chief Financial Officer



**Report:** COR-TRY-19-102

**Region of Waterloo**  
**Corporate Services**  
**Treasury Services (Procurement)**

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**To:** Regional Chair Karen Redman and Members of Regional Council

**Date:** September 18, 2019                      **File Code:** F18-30

**Subject:** T2019-199 Electronic Fare Management System – Fare Media Products

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of NNA Ticket Ltd. for T2019-199 Electronic Fare Management System – Fare Media Products for a three (3) year term commencing October 1, 2019 with the option to renew for four (4) additional one (1) year terms at an estimated total cost of \$2,524,692.00 (annual estimated cost of \$841,564.00) plus all applicable taxes as set-out in report COR-TRY-19-102 dated September 18, 2019.

**Summary:** Nil

**Report:**

Tenders were called for T2019-199 Electronic Fare Management System – Fare Media Products and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website. The tender was received and opened through the Region's e-bidding system and reviewed by Procurement and program area staff.

The following tender was received:

NNA Ticket Ltd.	Toronto, ON	\$841,564.00
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Only one (1) plan taker registered and submitted a bid. The reason for the limited number of bids is that fare media products are a speciality product with a limited number of producers compatible with the Scheidt and Bachman electronic fare system.

This contract is for the supply, climate controlled storage and delivery of fare media products to support the Electronic Fare Management System. Media supplied are to be

in electronic and paper formats for Grand River Transit and must be compatible with the Scheidt and Bachmann ticketing solutions.

These products include:

- Fare vending machine multi-ride card
- Fare vending machine single ticket and receipt paper
- Preloaded 2 ride fare cards
- Reloadable smart cards (EasyGO fare cards with and without photos and accessible cards)
- Farebox ticket paper

The final date of acceptance for this tender is November 18, 2019.

#### **Corporate Strategic Plan:**

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to ensure regional programs and services are efficient, effective and provide value for money under Strategic Focus Area 5, Responsive and Engaging Government Services.

#### **Financial Implications:**

T2019-199	\$841,600
Plus: Applicable Net HST of 1.76%	<u>14,800</u>
Total	<u>\$856,400</u>

Note: All figures are rounded to the nearest \$100.

The Region's Approved 2019 Grand River Transit Operating Budget includes a budget of \$289,700 for fare media, which is sufficient to fund anticipated costs for the remainder of 2019. The Region's Preliminary 2020 Grand River Transit Operating Budget will be drafted to include a budget of \$856,400 for fare media products.

#### **Other Department Consultations/Concurrence:**

Grand River Transit staff was consulted in the preparation of this report.

**Attachments:** Nil

**Prepared By:** Lisa Evans, Manager, Procurement/Chief Purchasing Officer

**Approved By:** Craig Dyer, Commissioner, Corporate Services/Chief Financial Officer

## The Regional Municipality of Waterloo

### Community Services Committee

#### Summary of Recommendations to Council

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The Community Services Committee recommends as follows:

1. That the Regional Municipality of Waterloo approve the Response Time Performance Plan for 2020 as outlined in Appendix 2, in accordance with Ambulance Act, O. Reg. 267/08, amending O. Reg. 257/00, under Part VII, Response Time Performance Plans, Sections 22-24 as outlined in report PHE-PSV-19-09, dated September 10, 2019.
2. That the Regional Municipality of Waterloo endorse the Update to the Paramedic Services Master Plan (2019), as described in PHE-PSV-19-08, dated September 10, 2019, subject to regular review of population growth, service demand and annual budget deliberations; and  
  
That the Regional Municipality of Waterloo reaffirm the 35% Unit Utilization (UU) as the end target UU, while adopting a 2020 interim Unit Utilization (UU) target of 37.5%, as part of a phased-in approach to achieving the end target UU of 35%.
3. That the Regional Municipality of Waterloo take the following actions in response to the Province's plans to eliminate the Transitional Child Benefit (TCB) as set out in report CSD-EIS-19-10 dated September 10, 2019:
  - a) Advise the Premier and the Minister of Children, Community and Social Services that the elimination of the TCB will place many low-income citizens in financial difficult
  - b) Advocate for the return of the TCB or similar funding
4. That the Regional Municipality of Waterloo take the following actions with respect to the Community Capacity and Innovation Fund as described in report CSD-HOU-19-13 dated September 10, 2019:
  - a) approve the 2019-2024 Community Capacity and Innovation Funding Plan (see Appendix I); and,

SS-190910

- b) increase the 2019 Housing Services Operating Budget by \$91,065 gross and \$0 net Regional levy.

September 10, 2019



## The Regional Municipality of Waterloo

### Planning and Works Committee

### Summary of Recommendations to Council

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The Planning and Works Committee recommends as follows:

1. That the Regional Municipality of Waterloo take the following actions with respect to TES-TRS-19-20/CSD-EIS-19-11 dated September 10, 2019:
  1. Endorse the new transit fare policies in principle as outlined in Option One of this report; and,
  2. Include the budget impact of fully implementing Option One, effective January 1, 2020 in the 2020 base operating budget and refer the matter to Budget Committee for approval.
  
2. That the updated Memorandum of Understanding for Plan Review Services between the Grand River Conservation Authority and Region of Waterloo, provided as Attachment #1 to Report No. PDL-CPL-19-32, be endorsed by Regional Council;  
  
That the Region's Commissioner of Planning, Development and Legislative Services be authorized to sign the updated Memorandum of Understanding for Plan Review Services on behalf of the Region of Waterloo; and  
  
That the existing 1996 Memorandum of Understanding be terminated.
  
3. That the Regional Municipality of Waterloo approve making an application to the Federal Zero Emission Vehicle Infrastructure Program; and  
  
That pending approval of the application by the federal government, the Regional Municipality of Waterloo approve the reallocation of up to \$40,000 plus applicable taxes in unspent funds from Community Environmental Fund projects to provide matching funds for the installation of electric vehicle charging stations. [Report PDL-CPL-19-33]

PS-190910

4. That the Regional Municipality of Waterloo supports Kiwanis Transit, for at least another year, for the shuttle service they provide around Elmira;

And That the service continues, until there is a more in depth conversation on what the shuttle service might look like. [TES-TRS-19-19]

September 10, 2019



Region of Waterloo

## Corporate Services Department

### Administration Division

**Date: September 18, 2019**

#### Memorandum

To: Chair Redman and Members of Regional Council

From: Craig Dyer, Commissioner, Corporate Services/Chief Financial Officer

Subject: **Additional Financial Information re: TES-TRS-19-20/CSD-EIS-19-11  
Low Income Transit Program**

File No: A23-40

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This memo is in response to questions asked by Committee members on September 10, 2019 with respect to the above noted report. The financial implications of the Grand River Transit (GRT) fare structure changes through the introduction of the Low Income Transit (LIT) Program and discontinuation of existing age-based discounts, which Committee has recommended to come into effect on April 1, 2020, are clarified below.

Firstly, individuals and families who are in receipt of Ontario Works (OW) benefits and have specific transportation needs are eligible for certain transportation benefits, including free monthly transit passes in some cases. The associated cost of these transportation benefits is approximately \$1.3 million and is funded 100% by the province with no tax levy impact (i.e. the expenditure and offsetting funding reside in the annual Employment and Income Support [E&IS] operating budget). The changes to the GRT fare structure recommended by Committee do not impact transportation benefits to OW recipients or the associated provincial funding.

Secondly, the Region currently provides subsidized transit to approximately 1,700 customers through the existing Transportation for Reduced Incomes Program (TRIP) which includes the participants in the Low Income Transit Study. The annual cost of the

existing TRIP discount (i.e. the foregone GRT fare revenue) is approximately \$855,000 as noted in the staff report. This foregone revenue is reported as an expense in E&IS and a revenue in GRT, with no impact on the property tax levy. This allows GRT revenue to reflect fares at 100% of their value, while E&IS reports the expense (i.e. the cost of the discount) annually. The TRIP programs would be discontinued if the committee recommendation is adopted by Council, with no levy impact.

The final category of financial impacts relates to residents who would meet the LIT eligibility requirements but who do not currently qualify under the existing subsidized transit program (TRIP). This category consists of both current GRT customers paying full price, and those who are currently not transit customers.

The Region estimates that approximately 77% of LIT transit riders will be existing transit customers currently paying full price. Transitioning these customers into the new LIT program will result in a GRT fare revenue reduction of approximately \$1,654,000. The remaining 23% are estimated to be new transit customers. Adding these customers at the subsidized rate is estimated to increase GRT fare revenue by an estimated \$629,000 annually.

Accordingly, the net effect of this third category on annual GRT fare revenue is an estimated revenue loss of approximately \$1,025,000 (as described in Option Two in the report). Furthermore, the Committee has also recommended the discontinuation of age-based discounts (students and seniors). This change is expected to increase GRT fare revenue by an estimated \$344,000 annually, resulting in a total net revenue reduction of \$681,000 per year.

Based on the recommendation from Committee to implement the changes on April 1, 2020 the net revenue loss in 2020 would be approximately \$511,000 with the balance of the reduction (\$170,000) reflected in 2021. Subject to Council approval of the Committee recommendation, the 2020 preliminary GRT Operating Budget will be drafted accordingly.

CS-190910

**The Regional Municipality of Waterloo**  
**Community Service Committee**

Summary of Closed Recommendations to Council

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The Community Service Committee recommends as follows:

1. That the Regional Municipality of Waterloo endorse the following Regional volunteers as proposed nominees for the 2019 Ontario Heritage Trust Recognition Awards, namely Sharon Spall, Ihor Sereda (teacher) and the students of Galt Collegiate Institute who support the Waterloo Wellington Children's Groundwater Festival.

September 10, 2019

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## The Regional Municipality of Waterloo

### Planning and Works Committee

Summary of Closed Recommendations to Council

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The Planning and Works Committee recommends as follows:

1. That The Regional Municipality of Waterloo approve the settlement with Amalfi Investments Limited and 397219 Ontario Limited (the “Owners”) in relation to the full expropriation of the property municipally known as 300 Fairway Road South, Kitchener whereby the Region pays compensation to the Owners in the amount of \$1,050,000 plus interest and the Owners’ reasonable legal and other costs pursuant to the Expropriations Act as determined by the Regional Solicitor.
2. That The Regional Municipality of Waterloo (the “Region”) approve and enter into a settlement agreement with Kwok-Ching Chan and Lan-Fen Chan (collectively the “Owner”), and execute all documentation in relation to the partial acquisition of the property municipally known as 605 Erb Street West, Waterloo, being a fee simple interest in Part of Lot 32, German Company Tract, being part of PIN 22692-0024 (LT), in the City of Waterloo, with all documentation to the satisfaction of the Regional Solicitor, wherein the Region:
  - (a) pays the Owner the sum of One Hundred and Forty-Five Thousand Dollars (\$145,000.00) as full compensation for all claims by the Owner;
  - (b) conducts a pre-construction condition survey and a post-construction condition survey of the Owner’s septic system to determine if any damage to the Owner’s septic system has been caused by the Region’s construction activities adjacent to the Owner’s property;
  - (c) removes and relocates the existing fence on the Owner’s property during road construction; and

PS-190910

(d) reimburses the Owner for their reasonable legal and associated costs;

And That the Regional Solicitor has all necessary authority to execute such documents to carry out the agreement and to settle the reasonable legal and other costs of the Owner.

September 10, 2019



**Report:** TES-TRS-19-18

## **Region of Waterloo**

### **Transportation and Environmental Services**

#### **Transit Services**

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**To:** Regional Chair Karen Redman and Members of Regional Council

**Date:** September 18, 2019

**File Code:** D28-50

**Subject:** P2019-17 GRT Advertising Program

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#### **Recommendation:**

1. That the Region of Waterloo continue to permit full bus wraps and mural products on GRT buses as a part of the Bus Advertising Program thereby generating an annual guaranteed revenue of \$425,000 for the term of the new agreement.
2. That the Region of Waterloo accept the proposal from Pattison Outdoor Advertising for P2019-17 Grand River Transit shelter, bus and ION light rail station advertising program that will generate the sum of minimum annual guarantee payments over the period of the contract totalling \$16,675,000.

**Summary:** Nil

#### **Report:**

On May 29, 2019 the Region issued a request for proposal (RFP) for the sales and installation of GRT bus, shelter, ION interior and ION station platform advertising program. As per Council's direction exterior advertisement is not permitted on ION vehicles. Three (3) submissions were received with Pattison receiving the highest overall score, and highest amount of revenue generation.

As outlined in report TES-TRS-18-08 on May 8, 2018, due to customer concerns for reduced visibility and a darker environment in the bus, staff indicated the new RFP would request bidders to separate revenue generated for traditional bus advertising from full bus wraps and murals.



Traditional bus advertising includes bus cards that line the interior top of the bus on both sides just below the ceiling plus exterior bus vinyl ads placed on the sides of the bus below the windows and on the back of the bus. In the case of full wraps and side murals, the vinyl coating covers all of the bus including the windows or the side of the bus including the windows.

Separating the revenue by type of advertising allows for the consideration of the impact to revenues of discontinuing advertising placed on bus windows.

As a part of the Bus Advertising Program the successful vendor submitted the following revenue for full bus wraps and bus murals:

Guaranteed annual revenue – the greater of \$425,000.00 or a 65% revenue share payment of gross revenues per annum

The new program would continue to allow for the sale of up to five (5) fully wrapped transit buses at any given time and an unlimited number of murals throughout the term of the contract.

Staff recommend that the Region of Waterloo continue the full bus wrap and bus mural program to receive the annual guaranteed revenue of \$425,000.

To assist with the visibility concerns expressed by some of our riders, GRT will ensure that the vendor does not install the window vinyl on GRT buses with dark tinted windows.

The negotiated contract and revenues are for a period of 10 years. There is an option to renew the agreement for an additional 5 years. The final date of acceptance of this proposal is December 20, 2019. The contract start date is October 1, 2019 pending a signed agreement.

### **Corporate Strategic Plan:**

Focus Area 5.4 Ensure Regional programs and services are efficient, effective and provide value for money.

### **Financial Implications:**

Subject to Council approval, the Region's preliminary 2020 Operating Budget will be drafted to include \$1,575,000 in advertising revenue, including \$425,000 for bus wraps and mural advertising. If the bus wraps and mural advertising is not supported, staff will adjust the revenue estimate accordingly.

**Other Department Consultations/Concurrence:** Corporate Services (Treasury Services) were consulted in the preparation of this report.

**Attachments:** Nil.

**Prepared By:** **Sandy Roberts**, Manager Marketing, Communications & Customer Service

**Approved By:** **Thomas Schmidt**, Commissioner, Transportation and Environmental Services