

REGIONAL MUNICIPALITY OF OTTAWA-CARLETON
MUNICIPALITÉ RÉGIONALE D'OTTAWA-CARLETON

REPORT
RAPPORT

Our File/N/Réf. 25 68-96-0001
Your File/V/Réf.

DATE 31 October 1996

TO/DEST. Co-ordinator
 Corporate Services and Economic Development Committee

FROM/EXP. Environment and Transportation Commissioner

SUBJECT/OBJET **REVIEW OF MAINTENANCE IMPLICATIONS OF
LANDSCAPE CONSTRUCTION PROJECTS 1982-1996
CONSULTANT APPOINTMENT**

DEPARTMENTAL RECOMMENDATION

That the Corporate Services and Economic Development Committee and Council approve the appointment of AGFOR, Greely, to assess the maintenance implications of landscape rehabilitation and construction projects on Regional roads and properties, for a total contract provision of \$69,550.

BACKGROUND

It has been the Region's policy to include landscaping and tree planting as part of all major road reconstruction projects, particularly since the commencement of the Regional Transitway system expansion in 1982. Since that time the green asset inventory has grown in excess of 200,000 trees and shrubs at a total capital investment in excess of \$7,000,000. While there has been a significant increase in the amount of greening since 1982, there has been no parallel provision in operating budgets to sustain these green assets.

In 1991 Regional Council requested that the Transportation Department prepare a Greening Policy for Regional properties and on 13 January 1993 the Greening Guidelines for Regional Roads was approved. These guidelines provide the framework for implementation of the Region's Urban Forest initiatives and a focal point for the Region-wide implementation of Greening Guidelines.

DISCUSSION

The Greening Guidelines for Regional Roads directs Regional staff to develop a life cycle management program for the care and maintenance of all green assets. Phase I, asset inventory data collection was completed in the Summer of 1996. Staff is recommending that Phase II, to identify standards and an operating budget, be completed by AGFOR. In most cases the planting of trees and shrubs on Regional property has occurred without a corresponding increase in operating budgets, and given the current fiscal climate, opportunities to partner with municipalities and the private sector will be explored as part of the initiative. The identification of a life cycle strategy at a time when the plant material is being turned over to Regional staff at the expiration of the warranty period of the capital contracts will allow for the greatest success to ensure long-term maintenance.

SCOPE

The scope of this work includes the preparation of a comprehensive program detailing the ongoing care requirements of the Region's total green asset inventory. The program will include definition of quality standards and identify the budget maintenance requirements to sustain those standards.

CONSULTANT SELECTION

A comprehensive and thorough process was followed in order to arrive at the recommendation of a consultant team to undertake this work. A selection committee was established consisting of representatives from the Ontario Ministry of Natural Resources and the Environment and Transportation Department. A letter was sent to twenty local firms soliciting their interest in providing landscape architectural/urban forestry consulting services to the Regional Municipality of Ottawa-Carleton. Thirteen consultants expressed an interest and were invited to make submissions. Response were received from the following eight firms:

- Mulligan Associates, Gloucester
- Corush Sunderland Wright, Nepean
- Wheeler/Douglas Associates Ltd., Ottawa
- Land Strategies, Ottawa
- Altorio Associates Limited, Nepean
- Lashley & Associates, Ottawa
- AGFOR, Greely
- Intergrated Forestry Services, Kanata

The committee reviewed these submissions using the following evaluation criteria:

- Past performance
- Project schedule and completeness of proposal
- Understanding of project scope and objectives
- General approach and methodology
- Degree of similar work experience and knowledge specific to this project

- Resource availability and proposed sub-consultants
- Project manager's relevant experience and qualification of staff
- Firm's location and knowledge of Ottawa-Carleton

The submissions were short-listed to four firms who were invited to make a one hour presentation to the selection committee. Prior to the presentations, one of the short-listed firms formally withdrew from the selection process for personal reasons leaving three firms available for the final selection.

CONSULTATION

The consultation process is not applicable to this consultant appointment.

EXPENDITURE JUSTIFICATION

Based on review of the submissions, the Department recommends acceptance of the bid from AGFOR, Greely. The requested contract award includes a fee of \$50,000, disbursements of \$10,000, a contingency allowance of \$5,000 for contract variations due to unforeseen conditions, plus an allowance of \$4,550 for GST, bringing the total contract award to \$69,550.

At this time, it is critical for the department to complete Phase II of the Greening Guidelines for Regional Roads in order to protect and preserve its very important capital investment in excess of \$7,000,000.

FINANCIAL STATEMENT

	\$
Approved Funding to Date	580,000
Total Paid & Committed	<u>(460,933)</u>
Balance Available	119,067
THIS REQUEST	<u>(69,550)</u>
Balance Remaining	<u>49,517</u>

Funds have been provided in the 1996 Capital Budget, Account Number 912-30691, Urban Greening Plan, (Reference Page 137). Encumbrance Number CA9246.

Approved by
M. J. E. Sheflin, P.Eng.

/CH

FINANCE DEPARTMENT COMMENT

Funds are available as indicated.

*Approved by T. Fedec
on behalf of the Finance Commissioner*