

TOWN OF FORT FRANCES

Operations and Facilities Executive Committee

AGENDA - April 4, 2018, 8:30 AM

MEETING - Civic Centre

Session #005

	Page
1. <u>Call to Order</u>	
2. <u>Disclosure of pecuniary interest and the general nature thereof</u>	
3. <u>Approval of Previous Committee Minutes</u>	
3.1 Minutes from the previous meeting on March 21, 2018	2 - 3
4. <u>Non-agenda Items</u>	
5. <u>New Business</u>	
5.1 Request from Property Owners at 1212 Olde Shambles Road - Invoice Consideration	4 - 15
5.2 Request for support - 2018 Fort Frances Canadian Bass Championship	16 - 17
5.3 Award of Tender 17-OF-07 Phase 2 - 2018 Third Street Road Reconstruction	18 - 25
6. <u>Outstanding Items</u>	
6.1 Request from EDAC - Sewer and Water Installation Rates - Report 3	26 - 31
7. <u>Information</u>	
8. <u>Adjourn / Next Meeting Date</u>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #004

March 21, 2018

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on March 21, 2018 from 8:36 a.m. to 9:25 a.m.

PRESENT: Paul Ryan, Chairperson, Ken Perry, June Caul, Doug Brown, CAO and Travis Rob.

ALSO PRESENT: Mayor Roy Avis

1. Call to Order

1.1 The meeting was called to order at 8:36 a.m.

2. Disclosure of pecuniary interest and the general nature thereof

2.1 None

3. Approval of Previous Committee Minutes

3.1 Minutes from the previous meeting on March 7, 2018 - the minutes were approved as circulated.

4. Non-agenda Items

4.1 None

5. New Business

5.1 Award of Tender 18-OF-02 - Supply of Various Vehicles - the administration report was approved as presented.

6. Outstanding Items

6.1 Sewer and Water Installation Rates - Report 2 - deferred to the next meeting.

7. Information

7.1 Fort Frances Wastewater Treatment Facility February 2018 Monthly Report - the administration report was reviewed and will be forwarded to Council as information only. No action required.

7.2 Sewer and Water Data for 2018 - the administration report was reviewed and will be forwarded to Council as information only. No action required.

7.3 Tonnage at the Landfill Site - updated March 19, 2018 - the administration report was reviewed and will be forwarded to Council as information only. No action required.

8. Adjourn / Next Meeting Date

8.1 The meeting adjourned at 9:25 a.m.

Executive Committee Chair

T. Rob, Manager of Operations & Facilities

April 4, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request from Property Owners 1212 Olde Shambles Road – Invoice Consideration

At the March 26, 2018 meeting of Council, a request for consideration of an invoice from the owners of 1212 Olde Shambles was referred to the Operations and Facilities Executive Committee. A point of clarification that needs to be made is that the letter references that the Town's water distribution operator, Jay Bruyere attended the site. This is not correct. Greg Wiedenhoeft and Curtis Wickstrom attended the site on Saturday and Linda Carmody and Travis George attended the site on Monday.

I was on-call the day that the initial call came in. At the time of the call I was enroute from west of Alberton. I explained to Mrs. Coish the process that we had to go through with obtaining Union Gas clearance and the possible costs associated with this work as the issue was likely on private property. Ms. Coish expressed no concern with the cost and just wanted to get their service working. After speaking to her I called in clearance for gas and called her back to ensure that she knew the gas company was coming and to make sure someone was home to receive the clearance certificate. Upon receiving clearance, I called out Greg Wiedenhoeft and Curtis Wickstrom to attend the site.

Mr. Coish took out a permit on June 15, 2016 to install a larger concrete holding tank with grinder pump outside the residence as the sanitary sewer service in this area is very shallow and the standard pump out system installed during original construction was proving to be problematic. At the time of installation, I was the Chief Building Official for the corporation and the work was completed in accordance with the Ontario Building Code. There were clean outs installed for access and were installed for easy access from a deck to be constructed. The clean outs were installed inside an existing concrete foundation. Upon my final inspection the plumbing had been completed and some backfill was completed to hold pipes and tanks in place with the understanding that the remaining backfill, and deck construction would be forth coming. The crew that attended the site on the weekend in question took some pictures of the plumbing and tank still as it had been at the final inspection, partially covered with the clean outs inaccessible as the deck had not been constructed. These pictures are attached to this report. There had been fiberglass insulation installed over the piping which had been soaked and was frozen solid at the time the line froze and had clearly been exposed for some time.

I was informed that the clean out was unsafe for the crew to access and complete work on the weekend and this was explained to the property owners and that they would require someone to steam their line as it was frozen, and the Town does not steam private lines. The crew on the weekend did inform the property owners of who they can call to steam a private line. And that if there was still a blockage they could call the Town and we could come back to clear the thawed line if access was improved to be safe. The clean out at property line was checked on the weekend and the line was flowing freely from there to the main. Upon returning on Monday, nothing had changed to improve the access to the clean out making it safe for our workers. The crew went into the house, upon receiving permission, to look at the other available clean out to determine if that clean out could be utilized to unblock the line, trying our best to help rectify the problem. Our crews leave their boots on as a matter of health and safety at all times, when entering a dwelling they take care to clean their boots off as best as possible. The interior clean out is located in the ceiling of the basement and therefore could not be utilized to clear the line.

Attached to this report is additional information from Mr. Doug Herr as well as information from Greg Wiedenhoeft and Travis George, the operators that attended the site.

Given the above and presented information it can be seen that the Operations and Facilities staff did everything they could to try to assist Mr. and Mrs Coish with their sewer issue and therefore It is the recommendation of the Operations and Facilities Executive Committee that the information presented be accepted and that not further action be taken.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Travis Rob', with a stylized flourish at the end.

Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that the information presented be accepted and that not further action be taken.

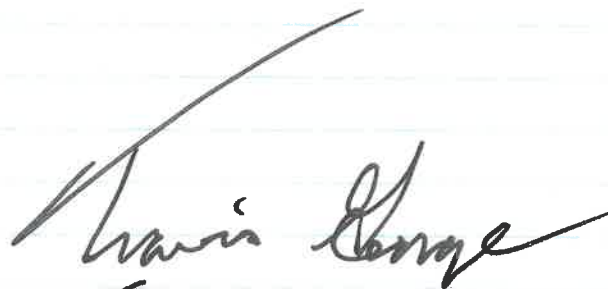
Manager of Operations and Facilities

2018April Olde Shambles invoice

1212 Old Shambles RD. Dec. 11 2017

On Dec. 11 I "Travis George" received a work request for a "plugged sewer" at 1212 Old Shambles. The work was scheduled for 12:15 pm. Before leaving the office with Linda Cormody I talked to Greg Wiedenhoft. Greg informed me that he and "Curtis Wichstrom" had been to the same address on Saturday and had found the sewer to be frozen on the owners property. When Linda and I arrived to the home the owner was not present. Before Tess arrived home Linda and I had the time to open the manhole at the street to make sure there was no backup as well the Clean out at the property line. When Tess arrived home she showed us the Clean out on the side of the house. After looking at this Clean out informed her that there was no way Linda and I could safely access that clean out.

Tess told us that her husband had cleared the sewer line on their property and that the line was blocked on our side. I then removed the clean out cap at the property line and showed her that it was clear on the Towns side. I then asked her if there was a clean out inside the house. She then let us in the house to check. We found a clean out down stairs, but again there was no access. I then informed Tess that she would have to provide access before the Town would be able to help with the plugged sewer.


Travis George

On December 9 2017, I went on a callout with C. Wickstrom for a plugged Sewer at 1212 Olde Shambles Rd. Upon arrival we talked to the homeowner to find out what the issue with his sewer was. Robert Coish informed us that the line was plugged and proceeded to show us where the only cleanout we could use was. I opened the cleanout that was on the outside of the house and approximately 1.2 meters above the ground, to find it was full of ice. I also let him know his sewer service was wrapped with fiberglass insulation that had been saturated with water and became one big solid piece of ice. I let him know the Roto Rooter could not go through ice and we would not be able to unplug his sewer service.

Mar 28 2018



**TOWN OF FORT FRANCES
WORK REQUISITION
(PLUGGED SEWER)**

DATE Dec 9, 2017.

TIME 12:45 pm

PHONE # 274-0787

NAME OF PERSON REQUESTING WORK Tess Caish

NAME OF OWNER SAME

ADDRESS 1212 OLDE SHAMBLES ROAD

BILLING ADDRESS (if different from above) _____

The undersigned has read the attached forms and accepts the conditions and all charges incurred and by signing, hereby authorizes the Town of Fort Frances, Operations & Facilities Division to carry out the following work, namely:

PLUGGED SEWER
40 080 0811 0430 40595 - \$ 366.48 (NO HST)

TICKET # 20174912031 - clearance received PAS

Dec 9/17
Date

[Signature]
Signature of Property Owner or Authorized Rep.
Robert Caish
Print Name of Owner or Authorized Representative

Work Order Prepared By: T. Rob

Work Carried Out By: G. Wredenhult / C. Wickstrom

Revised December 28, 2016

TOWN OF FORT FRANCES

PRIVATE WORK REPORT FORM

DATE Dec 9/17 TIME 2:00pm 3:00pm

Location of Blockage _____

Distance from Clean Out in House _____

Distance from Clean Out at Property Line _____

Explain in detail Sewer Service is frozen out side house.
Pipes are exposed & frozen.

Plugged on Town Property _____ Plugged on Owners Property X

If callout - Received by: _____

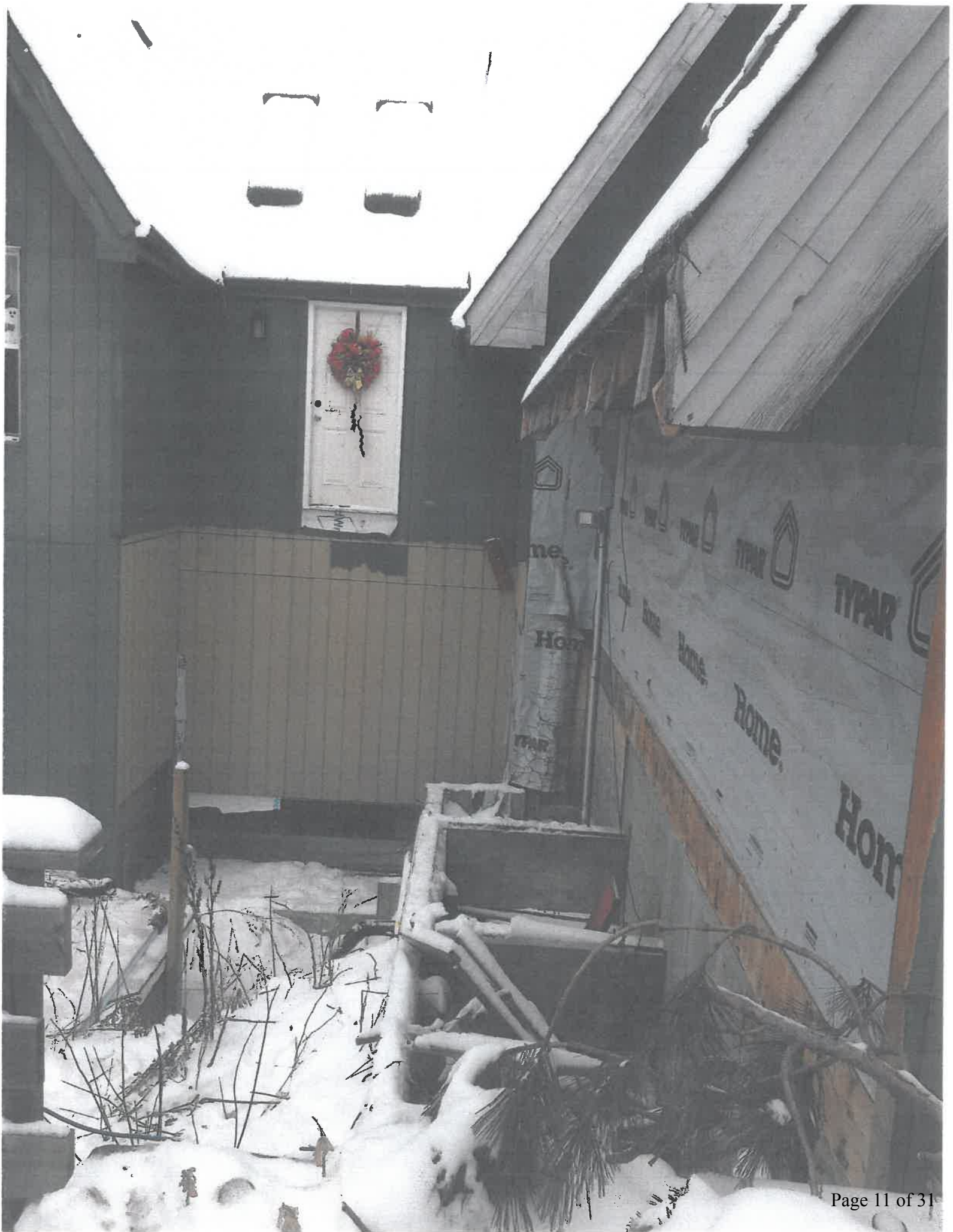
- Work done by: G. Wiedenhoeft / C. Wickstrom

To be filled out by Superintendent:

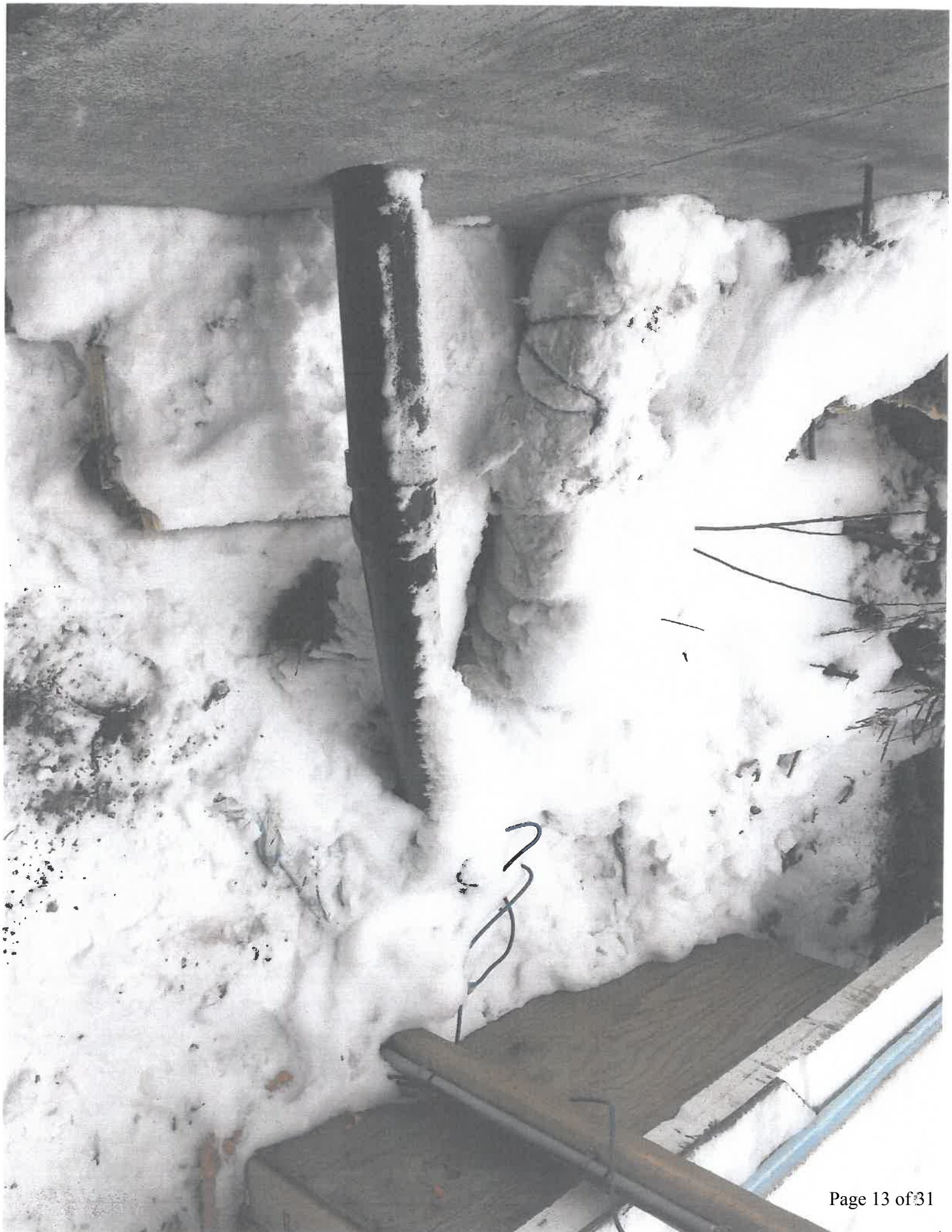
Bill to be issued: Yes ✓ No _____

Remarks of Superintendent BILL OWNER - 4HR CALL OUT

JA









1210

1212

1214

200
Olde Shambles Rd

April 02, 2018

Re: 1123 Scott Street – Tess Coish

I, Douglas Herr, Environmental & Facilities Superintendent talked with Tess Coish on or about February 12, 2018 regarding a frozen water at the above said property. The conversation was about the Town not being able to thaw the service line due to no access (crawl space covered over) to connect to the service line within the house. She was asked to provide access so that the Town could connect and thaw the service line. As far as I know no access was obtained as the service line was left, still frozen. I received no telephone calls/messages with regards to this after I talked with her.



Douglas Herr
Environmental & Facilities Supt.

April 4, 2018

Report To: Administration and Finance Executive Committee

From: Operations and Facilities Executive Committee

RE: Request for support – 2018 Fort Frances Canadian Bass Championship

Fort Frances Canadian Bass Championship Inc. wrote a letter to Mayor & Council requesting in-kind services and support for the up-coming Bass Tournament in July of 2018. Please find attached a letter dated March 20, 2018 from FFCBC co- chairmen; Mr. Wayne Allen & Jim Cuthbertson, I have taken the liberty to comment **only** on items related to the Operations & Facilities Division;

Continued Operational Assistance;

Item 2) **Supply of Picnic Tables** - the Town will provide picnic tables where the FFCBC tournament volunteers will be responsible to have the picnic tables delivered to the event site, properly located within the site and returned after the event. Co-ordinate through Travis Rob, Operations & Facilities Manager at 274-9893 or Trevor McKinnon, Parks Working Foreman at 276-5761.

Item 4) **Use of Four Barricades** – the Town will deliver 4 barricades to the Sorting Gap Parking lot prior to the event and will pick them up after the event. Co-ordinate through Milt Strachan at 275-5255.

Item 9) **Allow the Tournament to attach pennants, signs & banners to streetlight poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed.** The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the Waterfront walkways. Also motorists' sight lines or vision should not be obstructed when driving along Front Street. Ensure that the same method of attaching the banners, signs & pennants to the streetlight poles as in 2017 is utilized in 2018.

Item 11) **Requesting assistance from the Town of Fort Frances with the setting up of the tent on July 13th and taking down the tent on July 23rd.** In past O&F Division Staff have assisted in the set up & take down of the Main Event Tent – 4 PW workers and 4 Parks workers provided assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent. Staff again will be allocated to assist in the setup and takedown of the tent in 2018, Co-ordinate through Milt Strachan at 275-5255

Other divisions within the Town's organization will deal with all other items outlined in the letter dated March 20, 2018.

The Operations & Facilities Executive Committee recommends the following;

- 1) That the Operations & Facilities Division continues to provide in-kind services and materials for items No. 2 & 4 as outlined in the March 20, 2018 letter from FFCBC co-chairmen, Wayne Allen & Jim Cuthbertson;
- 2) That permission is granted to the FFCBC organization in regards to item No.9 in accordance with the guidelines listed above.

- 3) Assist in the set up & take down of the Main Event Tent - the O & F division workforce – 4 PW workers and 4 Parks workers will provide assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent.

Respectfully submitted,

Paul Ryan, Chairman

Operations & Facilities Executive Committee

2018April FFCBC Request for Support

April 4, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Award of Tender 17-OF-07 Phase 2 – 2018 Third Street Road Reconstruction

During the week of April 6, 2017, the Town advertised for a Tender Call for the above stated work with the tender closing on Thursday, May 11, 2017. Advertisements were placed in the Fort Frances Times, Chronicle Journal, Thunder Bay Construction Association, Winnipeg Construction Association and on the Town of Fort Frances website.

Four (4) tender packages were distributed to construction contractors and/or suppliers with two (2) Contractors submitting tender bids;

Contractor	Price (HST Included plus \$350,000.00 Contingency Allowance)
Tom Veert Contracting Ltd.	\$5,107,200.88
Bay City Contractors Inc.	\$4,347,677.54

The works tendered consisted of six (6) individual projects to be completed in two phases, one in 2017 and the second in 2018. The 2017 works have been substantially completed and at the March 19, 2018 Budget meeting the awarding of the reconstruction of Third Street between Williams Avenue and Colonization Road East was approved.

PHASE II – 2018 Construction Program

1. Reconstruction of Third Street East from Williams Avenue to Colonization Road East

Full road reconstruction including the replacement of watermain, sanitary sewer, storm sewer, landscaping, road surface. This is a provisional item to be considered in the 2018 Capital Budget for award and completion in the 2018 construction season.

The 2018 work is scheduled to begin as soon as the frost is out of the ground and to be completed by August 31, 2018.

See Spreadsheet No. 1, which outlines details on the two (2) tender bids received and the associated costs for each individual project. Also, highlighted in “yellow” indicates the lowest unit bid price and “red” indicates the highest unit bid price.

The low tender bid was Bay City Contractors with a total cost of \$2,183,666.80 which includes a \$180,000 contingency allowance and HST. Please review the attached **Spreadsheet No. 2** - outlining the Council approved 2018 capital budget for this project vs. the lowest tender bid from Bay City Contractors plus Hatch engineering costs (10%).

It is estimated the capital budget surplus is \$195,889.25 for 2018. It should be clearly stated that the \$180,000 contingency allowance for the 2018 portion of the work has **NOT** been factored into the calculations for the projected budget surplus.

It is recommended by Administration that the following be approved:

- That Tender 17-OF-07 – 2017 - Road Reconstruction, Watermain and Sewer Replacement Phase 2 be awarded to Bay City Contractors Inc. at an estimated phase 1 cost of \$2,183,666.80 which includes HST and a contingency allowance of \$180,000.00.
- That in the near future an open house public meeting is scheduled to ensure all property owners abutting the construction projects obtain first-hand knowledge on these projects and have the opportunity to ask any questions. The exact date of the meeting is unknown at the time of writing this report.
- That the Mayor and Clerk be authorized to execute the contract documents on behalf of the Corporation of the Town of Fort Frances.

Respectfully Submitted



Travis Rob, P.Eng
Manager of Operations and Facilities

Council approval of this report will ensure:

- **That Tender 17-OF-07 – 2017 - Road Reconstruction, Watermain and Sewer Replacement Phase 2 be awarded to Bay City Contractors Inc. at an estimated phase 1 cost of \$2,183,666.80 which includes HST and a contingency allowance of \$180,000.00.**
- **That in the near future an open house public meeting is scheduled to ensure all property owners abutting the construction projects obtain first-hand knowledge on these projects and have the opportunity to ask any questions. The exact date of the meeting is unknown at the time of writing this report.**
- **That the Mayor and Clerk be authorized to execute the contract documents on behalf of the Corporation of the Town of Fort Frances.**

Spreadsheet #1				Engineering 10%
SUMMARY OF TENDER PRICES		Bay City Contractors Bid		
PHASE TWO 2018				
THIRD STREET (From Williams to Colonization Road East)				
Section A - Grading		\$446,942.50		\$ 44,694.25
Section B - Storm Sewers		\$580,759.00		\$ 58,075.90
Section C - Watermain		\$281,142.00		\$ 28,114.20
Section D - Sanitary		\$318,605.00		\$ 31,860.50
TOTAL THIRD STREET			\$1,627,448.50	
TOTAL GENERAL (PHASE TWO 2018)			\$ 305,000.00	\$ 162,744.85
TOTAL TENDER PRICE (PHASE TWO 2018)				\$ 1,932,448.50

Engineering \$162,744.85
 Subtotal \$2,095,193.35
 HST \$272,375.14
 TOTAL \$2,530,313.34

Spreadsheet #1

1.8 SCHEDULE OF TENDER PRICES

					Veert Bid		Bay City Bid	
ITEM NO.	OPS SPEC.	DESCRIPTION	EST. QTY	UNIT	UNIT BID PRICE	TOTAL BID PRICE	UNIT BID PRICE	TOTAL BID PRICE
PHASE TWO 2018								
THIRD STREET EAST (Williams Av. to Colonization Rd East) - Drawing A1-352276-P5								
Section A - Grading								
A.001	206, SP	Earth Excavation (Grading)	2,365	m ³ (P)	\$ 15.00	\$ 35,475.00	\$ 16.00	\$ 37,840.00
A.002	310, SP	Hot Mix HL4 Asphalt	405	t	\$ 272.00	\$ 110,160.00	\$ 247.00	\$ 100,035.00
A.003	314, SP	Granular 'A'	1,500	t	\$ 23.00	\$ 34,500.00	\$ 24.00	\$ 36,000.00
A.004	314, SP	Granular 'B' (Type 1)	3,850	t	\$ 18.00	\$ 69,300.00	\$ 18.00	\$ 69,300.00
A.005	510, SP	Removal of Asphalt Pavement (Full Depth)	2,981	m ² (P)	\$ 6.00	\$ 17,886.00	\$ 4.00	\$ 11,924.00
A.006	510, SP	Removal of Curb and Gutter	529	m (P)	\$ 12.00	\$ 6,348.00	\$ 10.00	\$ 5,290.00
A.007	510, SP	Removal of Concrete Sidewalk	758	m ² (P)	\$ 25.00	\$ 18,950.00	\$ 20.00	\$ 15,160.00
A.008	351, SP	Concrete Sidewalk	410	m ²	\$ 170.00	\$ 69,700.00	\$ 105.00	\$ 43,050.00
A.009	510, SP	Remove Concrete Driveways	165	m ²	\$ 30.00	\$ 4,950.00	\$ 20.00	\$ 3,300.00
A.010	351, SP	Concrete Driveway	235	m ²	\$ 170.00	\$ 39,950.00	\$ 105.00	\$ 24,675.00
A.011	353, SP	Concrete Curb and Gutter	525	m	\$ 170.00	\$ 89,250.00	\$ 110.00	\$ 57,750.00
A.012	Section 02930	100 mm Topsoil and Sod	1,370	m ²	\$ 15.00	\$ 20,550.00	\$ 16.25	\$ 22,262.50
A.013	510, SP	Boulevard Works Stripping and Removal	1	LS	\$ 9,200.00	\$ 9,200.00	\$ 16,000.00	\$ 16,000.00
A.014	SP	Boulevard Tree Removal	1	LS	\$ 2,800.00	\$ 2,800.00	\$ 1,650.00	\$ 1,650.00
A.015	710, SP	Pavement Markings - Stop Block	2	ea	\$ 2,700.00	\$ 5,400.00	\$ 440.00	\$ 880.00
A.016	SP	Tactile Strips (OSPD 310.039)	1	LS	\$ 5,400.00	\$ 5,400.00	\$ 1,826.00	\$ 1,826.00
Total Section A - Grading						\$ 539,819.00		\$ 446,942.50

ITEM NO.	OPS SPEC.	DESCRIPTION	EST. QTY	UNIT	UNIT BID PRICE	TOTAL BID PRICE	UNIT BID PRICE	TOTAL BID PRICE
THIRD STREET EAST (Williams Av. to Colonization Rd East) - Drawing A1-352276-P5								
Section B - Storm Sewers								
B.001	510, SP	Remove Existing Catchbasins and Manholes	8	ea (P)	\$ 900.00	\$ 7,200.00	\$ 1,000.00	\$ 8,000.00
B.002	510, SP	Remove Existing Catchbasin Leads	58	m (P)	\$ 17.00	\$ 986.00	\$ 25.00	\$ 1,450.00
B.003	510, SP	Remove Existing 375 mm Storm Sewer	11	m	\$ 35.00	\$ 385.00	\$ 30.00	\$ 330.00
B.004	510, SP	Remove Existing 525 mm Storm Sewer	16	m	\$ 52.00	\$ 832.00	\$ 40.00	\$ 640.00
B.005	510, SP	Remove Existing 1200 mm Storm Sewer	16	m	\$ 95.00	\$ 1,520.00	\$ 80.00	\$ 1,280.00
B.006	510, SP	Remove Existing 1350 mm Storm Sewer	254	m	\$ 160.00	\$ 40,640.00	\$ 100.00	\$ 25,400.00
B.007	410, SP	250 mm Storm Sewer	99	m	\$ 270.00	\$ 26,730.00	\$ 245.00	\$ 24,255.00
B.008	410, SP	375 mm Storm Sewer	11	m	\$ 300.00	\$ 3,300.00	\$ 260.00	\$ 2,860.00
B.009	410, SP	525 mm Storm Sewer	16	m	\$ 400.00	\$ 6,400.00	\$ 315.00	\$ 5,040.00
B.010	410, SP	1200 mm Storm Sewer	16	m	\$ 1,500.00	\$ 24,000.00	\$ 1,264.00	\$ 20,224.00
B.011	410, SP	1350 mm Storm Sewer	254	m	\$ 1,700.00	\$ 431,800.00	\$ 1,600.00	\$ 406,400.00
B.012	410, SP	250 mm PVC SDR 35 Catchbasin Leads	34	m	\$ 270.00	\$ 9,180.00	\$ 220.00	\$ 7,480.00
B.013	407, SP	100 mm PVC SDR 28 Swale Inlet	94	m	\$ 51.00	\$ 4,794.00	\$ 200.00	\$ 18,800.00
B.014	407, SP	Storm Manholes (OPSD 705.010)	2	ea	\$ 23,000.00	\$ 46,000.00	\$ 18,800.00	\$ 37,600.00
B.015	407, SP	Catchbasin Manholes	2	ea	\$ 15,000.00	\$ 30,000.00	\$ 10,500.00	\$ 21,000.00
Total Section B - Storm Sewers						\$ 633,767.00		\$ 580,759.00

ITEM NO.	OPS SPEC.	DESCRIPTION	EST. QTY	UNIT	UNIT BID PRICE	TOTAL BID PRICE	UNIT BID PRICE	TOTAL BID PRICE
THIRD STREET EAST (Williams Av. to Colonization Rd East) - Drawing A1-352276-P5								
Section C - Watermain								
C.001	510,441, SP	Remove and Replace Existing 150 mm Watermain with New 150 mm PVC DR 18 Class 150 Watermain	7	m	\$ 300.00	\$ 2,100.00	\$ 536.00	\$ 3,752.00
C.002	510, 441, SP	Remove and Replace Existing 300 Watermain with New 300 mm PVC DR 18 Class 150 Watermain	270	m	\$ 695.00	\$ 187,650.00	\$ 521.00	\$ 140,670.00
C.003	441, SP	300 mm Water Valve and Box	1	ea	\$ 15,000.00	\$ 15,000.00	\$ 6,000.00	\$ 6,000.00
C.004	441, SP	Remove and Replace 19 mm Copper Water Service and Curb Stops	30	ea	\$ 4,300.00	\$ 129,000.00	\$ 2,615.00	\$ 78,450.00
C.005	510, 441, SP	Remove and Replace Hydrant Set	1	ea	\$ 15,000.00	\$ 15,000.00	\$ 12,235.00	\$ 12,235.00
C.006	441, SP	Hydrant Set	1	ea	\$ 14,700.00	\$ 14,700.00	\$ 12,235.00	\$ 12,235.00
C.007	441, SP	Watermain Lowering As Per W-115	1	ea	\$ 12,950.00	\$ 12,950.00	\$ 14,300.00	\$ 14,300.00
C.008	441, SP	Temporary Water Service	1	LS	\$ 13,000.00	\$ 13,000.00	\$ 13,500.00	\$ 13,500.00
Total Section C - Watermain						\$ 389,400.00		\$ 281,142.00

ITEM NO.	OPS SPEC.	DESCRIPTION	EST. QTY	UNIT	UNIT BID PRICE	TOTAL BID PRICE	UNIT BID PRICE	TOTAL BID PRICE
THIRD STREET EAST (Williams Av. to Colonization Rd East) - Drawing A1-352276-P5								
Section D - Sanitary								
D.001	510, SP	Remove Existing 300 mm Sanitary Sewer	233	m (P)	\$ 100.00	\$ 23,300.00	\$ 30.00	\$ 6,990.00
D.002	510, SP	Remove Existing Sanitary Manholes	3	ea	\$ 3,900.00	\$ 11,700.00	\$ 1,000.00	\$ 3,000.00
D.003	410, SP	250 mm PVC SDR Sanitary Sewer	248	m	\$ 515.00	\$ 127,720.00	\$ 655.00	\$ 162,440.00
D.004	704, SP	Sanitary Manholes	3	ea	\$ 16,000.00	\$ 48,000.00	\$ 18,665.00	\$ 55,995.00
D.005	410, SP	Remove and Replace Existing 150 mm Sanitary Services	30	ea	\$ 4,600.00	\$ 138,000.00	\$ 2,300.00	\$ 69,000.00
D.006	410, SP	Temporary Sewer Service	1	LS	\$ 15,200.00	\$ 15,200.00	\$ 12,500.00	\$ 12,500.00
D.007	409, SP	Closed Circuit Television Inspection of 300 m Sanitary Sewer Mainline	248	m	\$ 8.95	\$ 2,219.60	\$ 20.00	\$ 4,960.00
D.008	SP	Sanitary Sewer Bedding Upgrade (Crushed Stone) *	248	m	\$ 30.00	\$ 7,440.00	\$ 15.00	\$ 3,720.00
Total Section D - Sanitary						\$ 373,579.60		\$ 318,605.00
TOTAL THIRD STREET EAST (Williams Av. To Colonization Rd East)						\$ 1,936,565.60		\$ 1,627,448.50
GENERAL (PHASE TWO 2018)								
G.001		Bonds & Insurance	1	LS	\$ 70,000.00	\$ 70,000.00	\$ 35,000.00	\$ 35,000.00
G.002		Mobilization & Demobilization	1	LS	\$ 40,000.00	\$ 40,000.00	\$ 90,000.00	\$ 90,000.00
G.004		Contingency Allowance	1	LS	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00
TOTAL GENERAL						\$ 290,000.00		\$ 305,000.00

Spreadsheet #2

2018 - 3rd Street Project

Description	Approved Capital	Bay City Low bid*	Portion of Bonds & Insurance	10% Engineering	Total + Town's portion HST	Approved Actual Budget	Grant Funds (OCIF/FGT)	Town's Portion	Town %	Grant %	Budget Surplus
Grading	\$1,277,678.00	\$446,942.50	\$34,328.47	\$44,694.25	\$535,222.21	\$337,998.00	\$517,403.00	\$17,819.21	3.33%	96.67%	
Storm Sewer		\$580,759.00	\$44,606.56	\$58,075.90	\$695,470.03		\$422,277.00	\$273,193.03	39.28%	60.72%	
Sidewalk	\$76,714.00					\$76,714.00					
SUBTOTAL	\$1,354,392.00	\$1,027,701.50	\$78,935.02	\$102,770.15	\$1,230,692.23	\$414,712.00	\$939,680.00	\$291,012.23	23.65%	76.35%	\$123,699.77
Sanitary Sewer	\$419,885.00	\$318,605.00	\$24,471.20	\$31,860.50	\$381,535.59	\$419,885.00	\$0.00	\$381,535.59	100%	0%	\$38,349.41
Water	\$370,513.00	\$281,142.00	\$21,593.77	\$28,114.20	\$336,672.93	\$370,513.00	\$0.00	\$336,672.93	100%	0%	\$33,840.07
TOTAL	\$2,144,790.00	\$1,627,448.50	\$125,000.00	\$162,744.85	\$1,948,900.75	\$1,205,110.00	\$939,680.00	\$1,009,220.75	52%	48%	\$195,889.25

*Bid as represented does not include \$180,000.00 in contingency allowance.

March 21, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request from EDAC – Sewer and Water Installation Rates – Report 3

This matter was referred to the Operations and Facilities Executive Committee from the Economic Development Advisory Committee on December 4, 2017 where historical costs for sewer and water installations were presented as well as a description on the current costing method. The Operations and Facilities Executive Committee recommended to maintain the current cost-plus method for sewer and water installation to Council twice and it was defeated both times. At the March 7 meeting of the Operations and Facilities Executive Committee direction was sought so that Administration could prepare suitable information to satisfy council in relation to this matter. The direction received both in Council and at the executive was as follows: What are other municipalities using for this type of work, there should be a formal quotation form required prior to any work starting, and there should be a flat rate. Each of these will be addressed through this report.

After the February 26 meeting of Council direction was received to reach out to other municipalities to see what they do for rates to complete this type of work. Below you will find a spreadsheet outlining 11 neighboring municipalities and their rates.

Municipality	Rate	Comments
Kapuskasing	Time and Materials	Materials + 15%
Hearst	Time and Materials	
Greenstone	Cost Recovery + \$300.00 application fee	
Kenora	Do not do this work	Property owner contract work out City Inspect
Dryden	Time and Materials	Time + 70% materials + 30%
Red Lake	Time and Materials	Cost + 15%
Sioux Lookout	Time and Materials	
Thunder Bay	Time and Materials	
Nipigon	Time and Materials	Cost + 10%
Marathon	Time and Materials	
Atikokan	Cost per meter	Sewer or water \$275/m combined \$300/m plus boulevard restoration. Rates have not been reviewed since 2014.

Overwhelmingly those who undertake this work do so at a similar time and materials rate, the mark-up on these rates however vary from municipality to municipality. Municipalities in our area, who had similar ground constraints, weather constraints and are of similar size utilize the same cost-plus model as the Town. The City of Kenora had so many issues with completing this work, they no longer do. It is the responsibility of the property owner to engage a sewer and water contractor to do the work and the City inspects the work. In addition, the City completes the live tap of the water main when the property owner is ready as they must by law, and all of this work is billed at cost recovery per hour.

Currently the Town process, when a property owner must replace the water and sewer services to their property, is that the property owner fills out an application (form attached) and is given an estimate for that work, usually verbally but can be written. The estimate may or may not be detailed depending on the information available to the Town about the site and other underground services in the vicinity and usually is on the high side of typical. Attached to this report is a draft connection quotation sheet. Given the variable nature of digging in the ground it is proposed that the quotation is given an allowance of 25% plus or minus to cover unknowns. In addition, the Town would not be in a position to complete a formal binding quotation until all locates have been received, usually taking 7 days, meaning that the property owner would be waiting in excess of 2 weeks before the Town could start work. This method is not really any better than the current system because the quotation will always be set based on worse case and if we limit our lower value then we stand to profit from a dig that goes better than expected. Further if there is a major complication that is unforeseen or if there are delays caused by the property owner, the Town stands to lose. So, the question is do we estimate the job and bill extra for any unforeseen circumstances or delays or hold to a set value and again have inequalities in the billing. Typically, when billing jobs of this nature out discretion is used, and the bill sent out may not be the full cost of the work to be as fair as possible to the property owner.

The inherent issue with a fixed price for sewer and water installation is that those properties who have shallow sewer and water mains or no sidewalk curb and gutter will pay a higher cost for their services thereby subsidizing those services that are very deep, are in proximity to other underground infrastructure or have sidewalk, curb and gutter. Further the Town is holding the loss until enough 'simple' installations are completed to offset the 'complex' installations. This means that property owners are not truly 'getting what they pay for'. That being said, if Council chooses to adopt a fixed rate model the rates are proposed as follows:

Sewer and water: \$19,000.00

Water only: \$14,000.00

Sewer only: \$14,000.00

*All rates would be plus applicable taxes.

Overwhelmingly the concern brought forward through this discussion has been that one rate payer should not be subsidizing the installation of another rate payer's installation. These rates are then established high enough so that all installations stand alone, and inequalities will be covered. The down side to this, much the same as with the formalized quotation, the Town will make a profit from most installations.

At the March 21, 2018 meeting of the Operations and Facilities Executive Committee the above situations were discussed with the quotation sheet being the most favourable. There was, however a great deal of discussion surrounding the format of the form. It was suggested that the variance be removed, and a disclaimer be added stating that this is an estimate only.

Based on the above information and direction received, the recommendation of the Operations and Facilities Executive Committee to adopt the Quotation sheet in addition to the existing application form and that the current time and material plus 10% method for the installation of sewer and water services remains.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Travis Rob', with a stylized flourish at the end.

Travis Rob, P.Eng

Manager of Operations and Facilities

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to adopt the Quotation sheet in addition to the existing application form and that the current time and material plus 10% method for the installation of sewer and water services remains.

2018Mar Sewer and Water Installation Report 2

Public Works Department
PRIVATE WORK- SANITARY SEWER, STORM SEWER & WATER INSTALLATION
APPLICATION & COST ESTIMATE

THIS IS AN ESTIMATE ONLY

The deposit amount is a flat rate based on an "estimate" using the current prices available to the Engineering Department. An Invoice will be issued upon the completion of actual work for the difference in the final cost and the deposit amount.

FLAT RATE SERVICE INSTALLATION DEPOSITS

DEPOSIT AMOUNTS

The following are only DEPOSIT amounts for residential homes and small commercial properties.

*****REMEMBER – THESE ARE DEPOSITS – NOT AN ESTIMATE OR QUOTE*****

	Services to Property Line	
	Residential	Commercial
<u>Urban Streets with curb & gutter and sidewalks</u>		
Sewer & Water	\$3,000.00	\$4,000.00
Water only <u>OR</u> Sewer only	\$2,500.00	\$3,500.00
<u>Urban Streets with curb & gutter OR sidewalks</u>		
Sewer & Water	\$2,500.00	\$3,500.00
Water only <u>OR</u> Sewer only	\$2,000.00	\$3,000.00
<u>Urban Streets with NO curb & gutter or sidewalks</u>		
Sewer & Water	\$2,000.00	\$3,000.00
Water <u>OR</u> Sewer only	\$1,500.00	\$2,000.00

- ❖ An extra \$1,000.00 will be added to any deposit for the installation of a Storm Sewer Connection in conjunction with any other work applied for.
- ❖ Commercial Connection deposit fees may be adjusted (increased) depending on the size of the project (ie: manhole, catch basin, hydrant or directional drilling required). Generally, a deposit of \$10,000.00 is acceptable in such cases.

SANITARY SEWER AND WATER SERVICE INSTALLATION QUOTATION

NAME _____ DATE _____

LOCATION _____

APPLICANT _____ TYPE OF SERVICE _____

QUOTATION BY _____

☐ APPLICATION RECEIVED ☐ APPLICATION APPROVED

Excavation:

Labour: _____ hr at \$ _____ per hour = \$ _____

Equipment:

1/2 Ton Trucks: _____ hr at \$ _____ per hour = \$ _____

Excavator: _____ hr at \$ _____ per hour = \$ _____

Tandem Trucks: _____ hr at \$ _____ per hour = \$ _____

Loader: _____ hr at \$ _____ per hour = \$ _____

Hydrovac: _____ hr at \$ _____ per hour = \$ _____

Materials: \$ _____

Total Excavation \$ _____

Sanitary Sewer:

____" PVC SDR Pipe _____ m at \$ _____ per meter = \$ _____

Sanitary Sewer Saddle: \$ _____

Sanitary 90°: _____ at \$ _____ each = \$ _____

Sanitary 45°: _____ at \$ _____ each = \$ _____

Sanitary 22.5°: _____ at \$ _____ each = \$ _____

Total Sanitary Materials (tax inclusive): \$ _____

Water:

Saddle: \$ _____

Corporate Stop: \$ _____

3/4" Copper Pipe: _____ m at \$ _____ per meter = \$ _____

Curb Stop: \$ _____

Curb Stop Box: \$ _____

Curb Stop Rod: \$ _____

Total Water Materials (tax inclusive): \$ _____

Service Installation Labour: _____ hr at \$ _____ per hr = \$ _____

Asphalt Patch: _____ m x _____ m = _____ m²

Asphalt Cost: \$ _____ per m²

Patch Cost (tax Inclusive): \$ _____

Concrete Curb and Gutter: _____ m

Concrete Curb and Gutter Cost: \$ _____ per m

Total Concrete Curb and Gutter Cost (tax Inclusive): \$ _____

Boulevard Restoration Labour: _____ hr at \$ _____ per hour = \$ _____

Materials: \$ _____

Total Boulevard Restoration (tax inclusive): \$ _____

TOTAL QUOTATION PRICE*: \$ _____

*This quoted price should be taken as an estimate only. Given the variability with working in the ground additional work or materials may be required. All time and materials will be billed at cost plus a 10% administration fee. Quoted price good for 30 days.

Signed: _____ Date: _____