



## **DISCUSSION**

All CAO contract amendment reports recorded in Attachment 1 are available for viewing from the Procurement Department. This excludes reports that are marked Private & Confidential.

## **FINANCIAL IMPLICATIONS**

The financial implications, including budget details and account details are outlined in the Financial Implications section of the individual reports which are on file in the Procurement Department.

## **COMMUNITY ENGAGEMENT**

No community engagement was required.

## **ATTACHMENTS**

Attachment 1 - List of approved CAO Contract Amendments

Attachment 2 - CAO Award - CA 19-1013 Functional Plan for IMP AAA Bicycling Network: Peninsula South

Attachment 3 - CAO Award CA – Increase to Contract Bayne Street (PO 2070895749)

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Jane Pryor/Director, Procurement/Finance and Asset Management 902.292.3128

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**Approved CAO Contract Amendment Reports**

<b>Name</b>	<b>PO Awarded Amount</b>	<b>Increase Total to Date</b>	<b>% Increase</b>
CAO Award - CA 19-1013 Functional Plan for IMP AAA Bicycling Network: Peninsula South	\$90,640	\$249,217	175%
CAO Award CA – Increase to Contract Bayne Street (PO 2070895749)	\$47,804	\$112,042	134%



P.O. Box 1749  
Halifax, Nova Scotia  
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## CAO Contract Amendment Report

**APPROVED BY:** **Original Signed**  
\_\_\_\_\_  
Cathie O'Toole, Chief Administrative Officer

**APPROVAL DATE:** April 28, 2023

**SUBJECT:** **CAO Award - CA 19-1013 Functional Plan for IMP AAA Bicycling Network:  
Peninsula South**

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### ORIGIN

This report originates from a need to increase contract Request for Proposals No. 19-1013.

### LEGISLATIVE AUTHORITY

#### **Halifax Regional Municipality Charter, S.N.S 2008, c.39:**

Section 79A (1) Subject to subsections (2) to (4), the Municipality may only spend money for municipal purposes if:

- (a) the expenditure is included in the Municipality's operating budget or capital budget or is otherwise authorized by the Municipality;
- (b) the expenditure is in respect of an emergency under the Emergency Management Act; or
- (c) the expenditure is legally required to be paid.

#### **Administrative Order Number 2022-012-ADM, the Procurement Policy**

32(7) The approval and signing authority limits for cumulative contract amendments are as follows:

<b>Position</b>	<b>Approval Authority</b>
DCAO or Executive Director (or their delegate)	(a) \$15,000; or (b) a 15% increase to the originally approved contract amount, whichever is greater.
CAO	(a) \$20,000 or (b) a 20% increase to the originally approved contract amount, whichever is greater.
CAO (with reporting to Audit & Finance)	The CAO may approve and sign contract amendments that exceed the thresholds above, provided that the CAO must submit a report including the details of such contract amendments at the next scheduled meeting of the Audit & Finance Standing Committee.
Council	Any amount

**RECOMMENDATION ON PAGE 2**

## **RECOMMENDATION**

It is recommended that the Chief Administrative Officer approve an increase of \$100,526 (net HST included) to RFP No. 19-1013/PO 2070821170 with Englobe Corporation with funding from CR200007 Regional Centre AAA Bikeways, as outlined in this report.

## **BACKGROUND**

The Peninsula South Complete Streets project is considering changes to several streets in the south end of the Halifax peninsula, including University Avenue, Morris Street, Robie Street (south of University Avenue), South Street, Clyde Street and Bishop Street. The resulting functional plan will recommend changes to pedestrian infrastructure, new all-ages-and-abilities (AAA) cycling facilities and propose new “District Identity” streetscape design guidelines.

In July 2019, Project Planning and Design Services approved an award to Englobe Corporation (formerly Crandall Engineering) to complete the functional planning study for \$90,640 (net HST included) under Purchase Order No. 2070821170. The scope of the original contract included:

- Determining the feasibility and preferred design options for all ages and abilities (AAA) bicycle facilities to connect:
  - Halifax Urban Greenway to the approved Lower Water Street bike lane,
  - University Avenue (at Robie Street) to Saint Mary’s University.
- Determining the feasibility and preferred design options for other “complete streets” changes on the candidate streets.
- Two phases of public and stakeholder engagement.
- Development of a District Identity and design guide for University Ave.
- Preliminary design (30%) of the preferred bikeway/complete streets options.
- Implementation plan and cost estimates.

As planning progressed and the many complexities of the options were better understood, and public and stakeholder feedback received, additional work has been required. Three previous change orders added scope for the consulting team that included:

- Topographic survey.
- Inventory of University Avenue streetscape elements.
- Traffic and transit impact analysis and preparation of a Design Variance Request Memo.
- Comprehensive and customized consultation activities in response to Covid-19 public health measures, including additional public and stakeholder engagement activities and meetings with the project’s Technical Committee and Advisory Committee.
- Design and analysis of two variations on concepts for University Avenue and adjustments to the Morris Street concepts.
- Additional truck route analysis related to Morris Street concepts.
- Additional detailed tree impact assessment.
- Additional project team meetings.

To date, the project team has completed the following tasks:

- Developed Background Conditions report.
- Hosted Phase 1 public engagement in October and November 2019 and shared back the *What We Heard* summary report.
- Developed and evaluated 19 concepts for AAA cycling infrastructure and other complete street improvements.
  - The evaluation process involves understanding the various changes to the right-of-way that would be associated with each option. Each option has different implications for the comfort and safety of people walking or cycling, transit service, car and truck traffic,

parking, loading, street trees, emergency access and other factors.

- Hosted several meetings with the external stakeholder Advisory Committee and internal Technical Committee to review the concepts.
- Developed draft 30% drawings for ten concepts.
- Hosted a design charette with University Ave stakeholders to further develop the District Identity
- Completed the Peninsula South Streetscape Design Guidelines (District Identity).
- Designed and evaluated two variations on concepts for University Avenue and adjustments to the Morris Street concepts.
- Completed alternative truck route analysis related to Morris Street concepts.
- Completed detailed tree impact assessment.
- Produced four short videos explaining the project and concepts.
- Prepared online interactive maps of eight top-ranking concepts to gather public feedback.
- Hosted Phase 2 public and stakeholder engagement activities in July and August 2022 and shared back the *What We Heard* summary report.
- Completed draft sub-reports for each of the project's four segments, including cost estimates.

Following the work described above and subsequent discussions with Directors from various impacted business units, the need for further planning work has been identified. To successfully achieve the project's objectives, the proposed additional scope includes:

- Prepare a new concept for Morris Street.
- Revise dimensions for Morris Street Concepts 1A and 1B along with supporting variance requests, if required.
- Develop full 30% functional plan for Concept 1D (Clyde St-Sexton Campus-Bishop St) including topographic survey.
- Update the evaluation matrix and cost estimates for each concept and update the East Connection sub report.
- Complete a third round of public and stakeholder engagement to present the new concepts, if found to be viable.
- West Connection: develop a 30% design for Concept 3B, the Oakland-Cartaret Local Street Bikeway (LSB), including bicycle crossings of South Street and Beaufort Ave, and extending the Oakland Road LSB to Robie Street with a crossing treatment at Robie Street.

Previous change orders and the current request are summarized below:

Original Award Amount (net HST included):	\$90,640
Change Order #1 (net HST included):	\$8,124
Change Order #2 (net HST included):	\$10,721
Change Order #3 (net HST included):	\$39,206
<b>Current Request for Increase (net HST included):</b>	<b>\$100,526</b>
Cumulative Increase to Date (net HST included):	\$158,577
New Contract Value (net HST included):	\$249,217

This request represents a cumulative increase of 175% to the original contract of \$90,640 (net HST included).

In accordance with section 32(7) of the Procurement Policy, notice of this contract amendment will be reported to the next scheduled meeting of the Audit & Finance Standing Committee.

## DISCUSSION

The University Avenue and Morris Street corridor supports a range of important municipal objectives including urban forestry, pedestrian connectivity, transit service, vehicle and truck movements, emergency vehicle access, and more. There are also several important adjacent stakeholders, including Nova Scotia Health hospitals, Dalhousie University, and multiple business associations. Factoring all of this into achieving the project's objectives has required significantly more resources than originally anticipated.

Following evaluation of the concepts shared with the public in summer 2022, Directors from multiple Business Units advised that additional options be explored to achieve a AAA bikeway connection from University Avenue (at South Park Street) to Lower Water Street (the "East Connection"). The one concept for this connection brought forward for public and stakeholder feedback would involve converting Morris Street to one-way eastbound for vehicle traffic. While this concept remains a viable option, Halifax Transit, Traffic Services, and Right-of-Way Services continue to have concerns about the impacts of the proposed one-way conversion. Also, HRM's Variance Committee has signalled an openness to reduced minimum curb-to-curb widths, which may open up new options. As a result, concepts that include narrower lanes and varied tree and parking impacts, as well as the Clyde Street-Sexton Campus-Bishop Street corridor, will be further explored.

As described in the Background Section, the proposed additional scope includes revisiting previously developed concepts for the East Connection as well as exploring one new concept. Also included is developing a concept for the West Connection (west end of University Avenue to the Halifax Urban Greenway) to a full 30% functional plan.

## FINANCIAL IMPLICATIONS

Funding in the amount of \$96,395 plus net HST of \$4,131 for a net total of \$100,526 is available from Capital Project Account #CR200007 – Regional Centre AAA Bikeways.

Budget Summary:	<u>CR200007 Regional Centre AAA Bikeways</u>	
	Cumulative Uncommitted Budget	\$6,061,348
	<b><u>Less: Contract Amendment #4</u></b>	<b><u>\$ 100,526</u></b>
	Balance	\$5,960,822

The balance of funds will be used to implement the remaining 2023/24 Regional Centre AAA Bikeways projects approved by Council.

The project was originally estimated in 2019 at \$99,072. The approved 2019/2020 Capital Budget had funding identified for planning and design.

## RISK CONSIDERATION

This report falls under a list of report types that, due to their nature, do not require a risk assessment.

## ENVIRONMENTAL IMPLICATIONS

This report's recommendations are supportive of the sustainability objectives of the municipality as they aim to make it safer and more comfortable for residents to choose sustainable transportation options for everyday transportation purposes. Creating opportunities for residents to make this shift is intended to increase AT mode share, reduce greenhouse gas emissions, and help HRM meet the mode share targets outlined in the Regional Plan and the Integrated Mobility Plan, as well as advance the HalifACT 2050 goal to decarbonize transportation.

**SOCIAL VALUE**

Request for Proposals No. 19-1013 was initiated and awarded in 2019 and predated HRM's Social Policy Framework, which came into effect April 1, 2021.

**ALTERNATIVES**

The Chief Administrative Officer could choose not to approve the recommendation in this report. This is not recommended as staff consider the additional scope important to successfully achieving the project objectives and anticipated timelines.

**ATTACHMENTS**

No attachments.

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A copy of this report and information on its status can be obtained by contacting the Procurement Office at 902.490.4170, or Fax 902.490.6425.

Report Prepared by: Mark Nener, Active Transportation Planner, Project Planning & Asset Management,  
902.490.8474

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Halifax, Nova Scotia  
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## CAO Contract Amendment Report

**APPROVED BY:** Original Signed  
Cathie O'Toole, Chief Administrative Officer

**APPROVAL DATE:** May 8, 2023

**SUBJECT:** CAO Award CA – Increase to Contract Bayne Street (PO 2070895749)

### ORIGIN

This report originates from a need to increase Purchase Order number 2070895749.

### LEGISLATIVE AUTHORITY

#### Halifax Regional Municipality Charter, S.N.S 2008, c.39:

Section 79A (1) Subject to subsections (2) to (4), the Municipality may only spend money for municipal purposes if:

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Council	Any amount

**RECOMMENDATION**

It is recommended that the Chief Administrative Officer approve an increase of \$64,237.57 (134.38%) inclusive of Net HST to Purchase Order 2070895749 (current value of \$47,804.70 inclusive of Net HST) with Dexter Construction Company Limited with funding available in the Public Works – Infrastructure Maintenance and Operations - Operating Budget for 2022/23 from R715 6399 as outlined in the Financial Implications section of this report.

**BACKGROUND**

HRM was required to carry out excavation and mitigation to expose HRM property lines due to easement access being required by the Halifax Port Authority at the Fairview Cove fill transfer location. As this was a matter of urgency, and after two failed attempts to engage vendors within our Standing Offer agreements, the work was awarded to Dexter Construction who had the capacity and expertise to complete this work within the required timeframe.

Requests to supply a capable dozer and roller were sent to Ocean Contractors, Brycon Construction and Dexter Construction. Ocean replied that could not supply, Brycon provided no response and Dexter replied with yes and original pricing for both pieces. As such, Alternative Procurement 23-1053 was issued to Dexter Construction. The urgency was the need to expose HRM property lines which were being encroached upon.

No other contract amendments have been requested for this PO.

“In accordance with section 32(7) of the Procurement Policy, notice of this contract amendment will be reported to the next scheduled meeting of the Audit & Finance Standing Committee”.

**DISCUSSION**

The scope of this work was to remove material from the Fairview Cove location and transfer it to the Macintosh Depot grounds at Bayne St, where the material would be levelled and compacted.

Due to favourable weather conditions in March 2023, staff requested Dexter to continue to excavate material from the Fairview Cove location to create a level area to be used for future vehicle training within the Macintosh Street Site complex. This action also served to expand the future fill capacity at the Fairview Cove site. Public Works had the required budget available to continue with these works.

**FINANCIAL IMPLICATIONS**

Funding is available in the Public Works – Infrastructure Maintenance and Operations 2022/2023 Operating Budget from R715-6399. Since the work was completed prior to March 31, 2023, the cost has been accrued in 2022/23.

**RISK CONSIDERATION**

There are no risks associated with this report.

**ENVIRONMENTAL IMPLICATIONS**

No environmental implications were identified.

**SOCIAL VALUE**

Social Value was considered as part of the original award.

**ALTERNATIVES**

The CAO could choose not to approve this increase; however, this is not recommended as the work has been completed.

**ATTACHMENTS**

N/A

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A copy of this report and information on its status can be obtained by contacting the Procurement Office at 902.490.4170, or Fax 902.490.6425.

Report Prepared by: Donnie Pellerine, Manager Streets, Active Transportation and Sidewalks, IMO  
902 222 2219

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