

AGENDA
SPECIAL OPEN COMMITTEE OF THE WHOLE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2014-JAN-22, AT 9:00 A.M.

1. **CALL THE SPECIAL OPEN COMMITTEE OF THE WHOLE MEETING TO ORDER:**

2. **ADOPTION OF AGENDA:**

3. **CORPORATE SERVICES:**

(a) **2014 Projects – Early Approval**

Purpose: To identify specific projects that need Council's approval prior to completion of the current 2014 – 2018 Financial Plan review process. This approval will allow work to start on these projects prior to adoption of the Financial Plan in May 2014.

Staff Recommendation: That Council approve the attached list of projects for 2014 as outlined in the 2014 Projects – Early Approval report.

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4. **QUESTION PERIOD:** *(Agenda Items Only)*

5. **ADJOURNMENT:**

ACTING MAYOR: COUNCILLOR KIPP
2014-JAN-20 – 2014-MAR-09

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2014-JAN-22

AUTHORED BY: D. DUNCAN, MANAGER, FINANCIAL PLANNING

RE: 2014 PROJECTS – EARLY APPROVAL

STAFF RECOMMENDATION:

That Council approve the attached list of projects for 2014.

PURPOSE:

To identify specific projects that need Council's approval prior to completion of the current 2014 – 2018 Financial Plan review process. This approval will allow work to start on these projects prior to adoption of the Financial Plan in May 2014.

DISCUSSION:

The 2013 – 2017 Financial Plan bylaw adopted on May 13, 2013 provides authority for annual operating and project spending for the years 2013 to 2017. Currently, Council and staff are undergoing a new and comprehensive process for developing and reviewing the 2014 – 2018 Financial Plan (also known as “the Budget”). This process also includes public consultation and will likely continue until April and final adoption of the financial plan in May.

Financial plans include both annual operating and project budgets. Annual operating budgets identify the resources needed for the City to deliver a wide range of services. Project budgets identify resources needed to construct new infrastructure, renew or upgrade existing infrastructure and to provide short term programs/services.

The Budget continues to provide operating service levels consistent with 2013 service levels pending completion of the current process and direction from Council.

While staff do not wish to compromise the current service level review process, there are some projects that need to get under way before the review will be completed. Project management and timelines are influenced by operational needs to efficiently and effectively utilize city staffing and resources, ensure availability of external contractors and to start and complete projects during specific time periods.

The attached list indicates 2014 projects that require Council's review and approval to enable work to start before May of this year. For many projects the tender and award process needs to be completed early in the year to allow for construction to move ahead in the busy and optimal summer/fall seasons. The attached list identifies each project, budget required, desired start date and reasons for start before May 2014. Delaying project start dates to May could postpone construction until the following year and impact local suppliers and contractors.

☒ Council
☒ Committee *Special open call*
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2014-JAN-22

While budget review and discussions continue until April, Staff recommends that Council approve the attached list of projects for 2014.

Respectfully submitted,

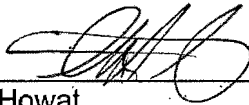


D. Duncan
Manager, Financial Planning

Concurrence by:



B. E. Clemens
Director, Finance



I. Howat
General Manager, Corporate Services

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2014-JAN-13
DD/tw

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Early Approval - 2014 Projects
Revised January 20 2014

Section	#	Description	2014 \$ per 2013 - 2017 Financial Plan	\$ per 2014 - 2018 Financial Plan	Desired 2014 Start Date	Asset Management Category	Reason(s) for project start before May 2014
Parking							
Parking	1	Bastion Street Parkade P/T Strand Repair/Renewal Beam 21 and Two Slab Strands		200,000	February	Renewal	Design work start in February, construction during Sept/Oct (after busy summer season)
Parking	2	Parking Meter Replacement Program		9,000	January	Renewal	Large number of meters currently not working, not able to obtain replacement parts, reduced revenues, poor public perception
Parks, Recreation and Environment							
Aquatics	3	Kin Pool Washrooms/Changerooms Upgrade	45,000	45,000	February	Renewal	Work needs to be completed before pool opens in May
Aquatics	4	Swim to Survive		21,712	February	New	New program to be piloted earlier in year with a few schools, then program expanded to include remaining schools during May and June
Aquatics	5	Beban Pool Switch to Chlorine Puck System		50,000	February	Renewal	Design and tender process completed early to ensure components on-site for installation during shutdown (July)
Aquatics	6	NAC Switch to Chlorine Puck System		50,000	February	Renewal	Design and tender process completed early to ensure components on-site for installation during shutdown (August)
Aquatics	7	Beban Pool Sauna/Steam Room		150,000	On-going	Renewal	Design and tender process completed early to ensure components on-site for installation during shutdown (July)
Parks	8	Formal Dam Inspections - Recreational Dams		48,330	March	Renewal	Inspection for Middle and Lower Chase dams are required twice a year due - next inspections are due in March
Engineering and Public Works - Concurrent Projects							
Concurrent Project - Departure Bay							
Drainage	9	Drainage Northfield Cr @ Dep Bay Rd: MH45163 to outlet	200,000	194,000	April	Renewal	Prepare and complete tender phase, discharges to Northfield Creek, construction during summer, concurrent projects
Sewer	9	Highland & Departure Bay Sanitary	75,000	175,000	April	Renewal	
Water	9	Highland Blvd WM: Departure Bay/Island Hwy	25,000	25,000	April	Renewal	
Concurrent Project - Sherwood Forest							
Drainage	10	Sherwood Forest Area Drainage	336,000	336,000	February	Renewal	Prepare and complete tender phase, poor soils require good weather for construction (late summer), concurrent projects
Sewer	10	Sherwood Forest Utility Upgrades - Sewer	130,000	659,120	February	Renewal	
Water	10	Sherwood Forest Utility Upgrades WM	1,972,000	1,327,936	February	Renewal	

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Revised January 20 2014

			2014 \$ per 2013 -	\$ per 2014 - 2018	Desired 2014 Start Date	Asset Management Category	Reason(s) for project start before May 2014
Section	#	Description	2017 Financial Plan	Financial Plan			
Concurrent Project - Bruce Ave							
Transportation	11	Pine - Bruce - 10th Bikeway Phase 1		10,000	March/April	Renewal	Complete tender process, construction during summer (high water table, deep sewer and clay soils - need dry weather to construct)
Transportation	11	Pine - Bruce - 10th Bikeway Phase 2		70,000	March/April	Renewal	
Sewer	11	Bruce Ave (Fifth St to Dundas St)		375,000	March/April	Renewal	
Water	11	Bruce Ave WM: Albion to Fourth	140,000	140,000	March/April	Renewal	
Water	11	Bruce Ave Area Water		620,000	March/April	Renewal	
Concurrent Project - Morningside Drive							
Drainage	12	Morningside Dr. Replace CSP Drainage		50,000	January	Renewal	Cost share commitment with RDN, RDN to tender in January, concurrent with water project.
Water	12	Morningside Dr: Hammond Bay to End		180,000	January	Renewal	
Concurrent Project - Millstone							
Drainage	13	Drainage Buttertubs Drive: Bowen to Buttertubs Marsh	120,000	200,000	April	Renewal	Prepare and complete tender phase, adjacent to the Millstone River, construction phase during summer, scope increased to include nearby trunk that is failing
Sewer	13	DCC SS19 (100%) Millstone: Buttertubs Easement (Buttertubs to Pryde)	935,000	1,849,000	April	New	
Sewer	13	DCC SS19 Millstone: Buttertubs Dr (Bowen to End)		994,000	April	New	
Concurrent Project - 100 Line Rd							
Transportation	14	DCC R65 100 Line Rd (Turner to Rutherford)	900,000	1,000,000	January	New	Need to complete tender process, concurrent projects, construction early summer, commitment to property owner to complete construction this year
Sewer	14	100 Line Road, Turner to Rutherford	200,000	340,000	January	New	
Water	14	100 Line Road WM: Turner to Rutherford	250,000	210,000	January	New	
Engineering and Public Works - Projects							
Fleet	15	Unit 413 - Crane	275,000	200,000	As soon as possible	Renewal	Older unit, will not pass motor vehicle inspection in April
Fleet	16	Unit 577 - Mower	120,000	120,000	February	Renewal	Replacement of older unit in time for spring, older unit would require significant costs to keep in service
PW Yard	17	PW Yard Roofing	152,650	152,650	February	Renewal	Complete tender process in time for replacement in summer
Drainage	18	Storm Drainage Condition Assessment Prog	50,000	50,000	March	Renewal	Ongoing annual program where higher risk drainage infrastructure is assessed for update to asset management plans, start earlier in year to enable all work to be completed
Drainage	19	Fill Deposit Sites	25,000	10,000	Ongoing	Renewal	Finish Beban Park fill site, develop Camosun site, linked to infrastructure projects
Drainage	20	Drainage Design	10,000	10,000	Ongoing	Renewal	Engage external resources to complete design phase of planned projects

Early Approval - 2014 Projects
Revised January 20 2014

Section	#	Description	2014 \$ per 2013 - 2017 Financial Plan	\$ per 2014 - 2018 Financial Plan	Desired 2014 Start Date	Asset Management Category	Reason(s) for project start before May 2014
Drainage	21	Beban Plaza Storm	30,000	30,000	Spring	Renewal	Early start in year required to balance design schedule
Transportation	22	Terminal Ave (Northfield–Victoria/Esplanade) Corridor Plan	50,000	50,000	Spring	Renewal	Work started DNBIA and MOT, will have expenditures in Spring
Transportation	23	Bastion Street Bridge Rehab		30,000	March	Renewal	Better to have Engineer evaluate condition in inclement weather
Transportation	24	Street Designs and Studies	100,000	100,000	As Needed	Renewal	Engage external resources to complete design phase of planned projects
Transportation	25	Road Infrastructure	100,000	20,000	As Needed	Renewal	Required for pending cost share, Dufferin median (\$20K)
Transportation	26	DCC R8: Northfield/Boundry - intersection upgrades		362,016	On Going	Upgrade	2013 project (2013 budget \$637,984), cost estimate to complete work now \$1M, design phase being completed, need to complete tender phase before May, construction to be completed in 2014, MOT providing additional \$1M for improvements in area
Sewer	27	Sewer Monitoring Calibration & Upgrades Sewer Investigation / Condition Assessment	30,000	30,000	January	Renewal	Ensure operation of monitoring stations
Sewer	28	Program	170,000	170,000	March	Renewal	Ongoing annual program where higher risk sewer infrastructure is assessed for update to asset management plans, start earlier in year to enable all work to be completed
Sewer	29	Sewer Service Connection Upgrades	175,000	175,000	April	Renewal	Early start in year required to balance work
Sewer	30	Sewer Designs	60,000	60,000	Ongoing	Renewal	Engage external resources to complete design phase of planned projects
Sewer	31	Cliff Street, Comox to Terminal	40,000	25,000	February	Renewal	Early start in year required to balance design schedule
Water	32	Water Designs & Studies	60,000	60,000	As Needed	Renewal	Engage external resources to complete design phase of planned projects
Water	33	DCC W13 Looping Harwell/Jingle Pt/Westwd	750,000	600,000	April	New	Early start in year required to balance work (provide Construction crew with work until May)
Water	34	Poplar St WM: Estevan to Stewart	35,000	35,000	Spring	Renewal	Early start in year required to balance design schedule
Water	35	Eberts St WM: Millstone to Townsite	35,000	35,000	Spring	Renewal	Early start in year required to balance design schedule
Water	36	Neyland Rd Area Water	40,000	75,000	Spring	Renewal	Early start in year required to balance design schedule
Water	37	Dawkins Lane: Neil to End		35,000	March	Renewal	Early start in year required to balance work (provide Construction crew with work until May)
Total			7,635,650	11,763,764			

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Revised January 20 2014

Section	#	Description	2014 \$ per 2013 - 2017 Financial Plan	\$ per 2014 - 2018 Financial Plan	Desired 2014 Start Date	Asset Management Category	Reason(s) for project start before May 2014
Projects removed from Early Approval List emailed on Friday, January 17 2014							
Transportation		Street Light Upgrades Annual Program	50,000	50,000	March	Renewal	
Drainage		Storm Studies/Predesign	21,450	21,450	Work in progress	Renewal	
Water		DCC Water Designs & Unspecified Projects	150,000	150,000	Spring	New	
Transportation		Ped Crosswalk Flashers: Bowen Rd @ Howard Ave	15,000	15,000	February	Upgrade	
		BowenWakesiah Signal Controller & Intersection Upgrade	80,000	180,000	February	Upgrade	
Transportation		Bowen Rd (Pine St to Acacia Pl)	28,000	28,000	February	Renewal	
Transportation		Sidewalks (Pine to Buttertubs)	373,900	290,000	February	New	