



REVISED AGENDA
PUBLIC MEETING
STANDING POLICY COMMITTEE ON
ENVIRONMENT, UTILITIES
AND CORPORATE SERVICES

Tuesday, August 16, 2016, 2:00 p.m.

Council Chamber, City Hall

Committee Members:

Councillor A. Iwanchuk (Chair), Councillor Z. Jeffries (Vice-Chair), Councillor M. Loewen, Councillor P. Lorje, His Worship Mayor D. Atchison (Ex-Officio)

Pages

1. CALL TO ORDER

2. *CONFIRMATION OF AGENDA*

Recommendation

1. That the In Camera report regarding Wastewater Treatment Options, be withdrawn; and
2. That the agenda be confirmed as amended.

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

Recommendation

That the minutes of the Special Meeting held on May 24, 2016, and the Regular Meeting of the Standing Policy Committee on Environment, Utilities and Corporate Services held on July 19, 2016, be adopted.

5. UNFINISHED BUSINESS

6. COMMUNICATIONS (requiring the direction of the Committee)

6.1 Delegated Authority Matters

Recommendation

That the requests for extension to The Noise Bylaw as outlined in 6.1.1 to

6.1.3 be approved subject to any administrative conditions.

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|-------|--|-------|
| 6.1.1 | Noise Bylaw Extension, Mesopotamia Pavilion Folkest, Aug.18(5:00 p.m. to 12:00 a.m.); Aug.19(5:00 p.m. to 1:00 a.m.); Aug.20(3:00 p.m. to 1:00 a.m.), 2101 Lansdowne Ave., Sacred Heart Chaldean Catholic Church, C.Aziz [CK. 185-9] | 5 - 5 |
| 6.1.2 | Noise Bylaw Extension, The Saskatoon Latin Family Committee, Aug.18(5:00p.m. to 12:00a.m.); Aug.19(5:00p.m. to 12:00a.m.); Aug.20(3:00p.m. to 12:00a.m.), 2205 McEown Ave., Lions Arena, D.Hernandez, Central America and Mexico Pavilion Manager [CK. 185-9] | 6 - 6 |
| 6.1.3 | Noise Bylaw Extension, VIBE Music Festival Ltd., Aug.27 (12:00 p.m. to 11:00 p.m.), Diefenbaker Park, J. Larson [185-9] | 7 - 7 |

6.2 Matters Requiring Direction

6.3 Requests to Speak (new matters)

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

- | | | |
|-------|---|--------|
| 7.1.1 | Grants-in-Lieu from Non-Civic Utilities (Files CK. 1960-1 x 430-16, AF. 1960-1 and SLP. 430-2) | 8 - 10 |
|-------|---|--------|

Recommendation

That the report of the Acting General Manager, Asset and Financial Management Department, dated August 15, 2016 be received as information.

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| 7.1.2 | Contaminated Water Supply - Alternative Water Source (Files CK. 7920-1 and WT. 7520-1) | 11 - 13 |
|-------|---|---------|

Recommendation

That the report of the General Manager, Transportation and Utilities Department, dated August 16, 2016, be received as information.

7.2 Matters Requiring Direction

- | | | |
|-------|--|---------|
| 7.2.1 | Capital Project #2053 - WWT - Screen Replacement - Award of Engineering Services (Files CK. 670-1 and WT. 7990-107) | 14 - 16 |
|-------|--|---------|

Recommendation

That the Standing Policy Committee on Environment, Utilities and Corporate Services recommend to the August 18, 2016 meeting of City Council:

1. That the proposal submitted by Stantec Consulting Ltd. for engineering services for the screen replacement at the Wastewater Treatment Plant, at a total upset fee of \$120,119.50 (including GST and PST), be approved; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

7.2.2 Diving Services for Raw Water Intake - Contract Extension (Files CK. 7920-1 and WT. 7856-1) 17 - 19

Recommendation

That the Standing Policy Committee on Environment, Utilities and Corporate Services recommend to the August 18, 2016 meeting of City Council:

1. That an extension of \$250,000 (including GST and PST) to the contract awarded to Can-Dive Construction Ltd. for the supply of underwater repair services performed by divers for the Raw Water Intake be approved; and
2. That Purchasing Services issue the appropriate Change Notice to the existing Purchase Order.

7.2.3 Supply and Installation of Audio Visual System Upgrade - Council Chamber (File CK. 640-5) 20 - 23

Recommendation

That the Standing Policy Committee on Environment, Utilities and Corporate Services recommend to City Council at its August 18, 2016, meeting:

1. That the proposal submitted by Matrix Video Communications Corp. in the amount of \$110,081.09, plus applicable taxes, be accepted; and
2. That Purchasing Services be authorized to issue the necessary Purchase Order.

8. MOTIONS (NOTICE PREVIOUSLY GIVEN)

9. GIVING NOTICE

10. URGENT BUSINESS

11. IN CAMERA SESSION (OPTIONAL)

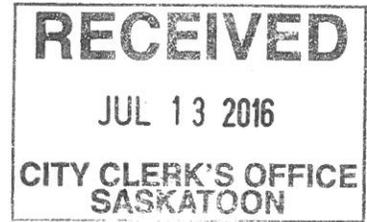
11.1 Wastewater Treatment Options (Files CK. 7800-1 and TS. 7800-1)

[In Camera - Third Party Information]

This report has been withdrawn from the *In Camera* agenda.

12. ADJOURNMENT

From: Carolyn Aziz <carolyn.aziz86@gmail.com>
Sent: July 13, 2016 10:49 AM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Wednesday, July 13, 2016 - 10:49
Submitted by anonymous user: 174.2.184.21
Submitted values are:

Date: Wednesday, July 13, 2016
To: His Worship the Mayor and Members of City Council
First Name: Carolyn
Last Name: Aziz
Address: 350 Costigan Cres
City: Saskatoon
Province: Saskatchewan
Postal Code: S7J3P3
Email: carolyn.aziz86@gmail.com

Comments:

I, Carolyn Aziz, am the director of communications for the Mesopotamia pavilion for Folkfest 2016. Our pavilion this year will be held at the Sacred Heart Chaldean Catholic Church located at 2101 Lansdowne ave and will have outdoor musical musical components.

As this is a residential area, I am requesting an extension for the noise bylaw for Thursday, August 18th to Saturday August 20th. The request is as follows:

- Thursday August 18th: Noise extension until 12:00 pm
- Friday August 19th: Noise extension until 1:00 am
- Saturday August 20th: Noise extension until 1:00 am

We plan on having the volume down by 11 pm but would like apply for the permit to keep in good standing with the city and neighbourhood.

Thank you, and I anticipate your response.

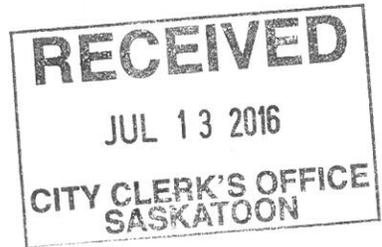
Sincerely,

Carolyn Aziz
Mesopotamia Pavilion 2016

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/106537>

185-9

To: Lackie, Kara (CY - Recreation & Sport)
Subject: RE: Noise extension request



From: Daysi Hernandez [mailto:dnhocarl@yahoo.com]
Sent: Wednesday, July 13, 2016 1:51 PM
To: Lackie, Kara (CY - Recreation & Sport) <Kara.Lackie@Saskatoon.ca>
Subject: Fwd: Noise extension request

Begin forwarded message:

From: Daysi <dnhocarl@yahoo.com>
Date: July 13, 2016 at 12:42:24 PM CST
To: "cityclerks@saskatoon.ca" <cityclerks@saskatoon.ca>
Subject: Noise extension request
Reply-To: Daysi <dnhocarl@yahoo.com>

July 13, 2016

Saskatoon City Council
City Clerk's Office
City Hall
Saskatoon, Sk
S7K 0J5

Ladies and Gentlemen:

Re: Noise extension request for Folkfest Days

The Saskatoon Latin Family Committee is requesting for a Noise extension for the Central America and Mexico Pavilion for Folkfest days which takes place in August.

Thursday August 18th - 5:00pm- Midnight

Friday August 19th - 5:00pm- Midnight

Saturday August 20th - 3:00pm- Midnight

Our pavilion will be located at Lions Arena 2205 Mceown Ave, Saskatoon.

We appreciate the past support from the City of Saskatoon and we look forward to your continued support for Folkfest 2016.

Sincerely,
Daysi Hernandez
Central America and Mexico Pavilion - Manager

128 Beechmont Crescent
Saskatoon, Sk.
S7V 1C7

185-9

NOISE BYLAW No. 8344 EXTENSION

Written Application

ATTN: City of Saskatoon

VIBE Music Festival Ltd.
Jesse Larson
883 Labine Crescent
Saskatoon, SK S7L 6G7



To Whom It May Concern,

This document will serve as VIBE Music Festival Ltd.'s written application in order to apply for an extension of one hour on to our event happening August 27th, 2016 at Diefenbaker Park in Saskatoon, SK. Currently, we have the festival set to times of 12PM noon – 10PM at night. We would like to extend the end time to 11PM at night. We have read and understood The Noise Bylaw, 2003.

Most, if not all, outdoor music festivals in Canada run until 11PM at night and such was the case with last year's "Full Flex Express" which happened at Prairieland Park in July of 2015. We are committed to giving notices to everyone in the area as well as informing the Gordon Howe Campground, but wish to know if we are approved before doing so. (Just so they receive accurate information).

From the time of 10Pm-11PM we were planning to have LUDACRIS perform. This is as to prevent an electronic DJ from playing at this time. LUDACRIS is slotted to play from 10PM to ~10:45PM.

If you require any more information, please do not hesitate to contact me:

Jesse Larson
(306) 231-3639
jesse_larson@hotmail.com

I appreciate your time and eagerly await your response. VIBE is committed to throwing a safe and fun event, bringing world-class headliners to Saskatoon.

Thanks,

Jesse Larson
VIBE Music Festival

Grants-in-Lieu from Non-Civic Utilities

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to provide information regarding grants-in-lieu of taxes received from non-civic utilities.

Report Highlights

1. In 2015, non-civic utilities paid grants-in-lieu of taxes in the amount of \$21,616,200.
2. The City of Saskatoon's (City) utilities paid a total of \$28,962,400 for grants-in-lieu of taxes in 2015.

Strategic Goal

This report supports the Strategic Goal of Asset and Financial Sustainability by ensuring that the City is open, accountable and transparent.

Background

At its meeting on June 13, 2016, when considering the Saskatoon Light & Power 2015 Annual Report from the General Manager, Transportation & Utilities Department, the Standing Policy Committee on Environment, Utilities and Corporate Services resolved that the Administration report on information regarding grants-in-lieu from other non-city utilities.

Report

Non-civic owned utilities pay a grant-in-lieu of taxes to the City based on a percentage of metered revenue within city limits. In 2015, a total of \$21,616,200 was collected as grants-in-lieu of taxes from non-civic utilities as follows:

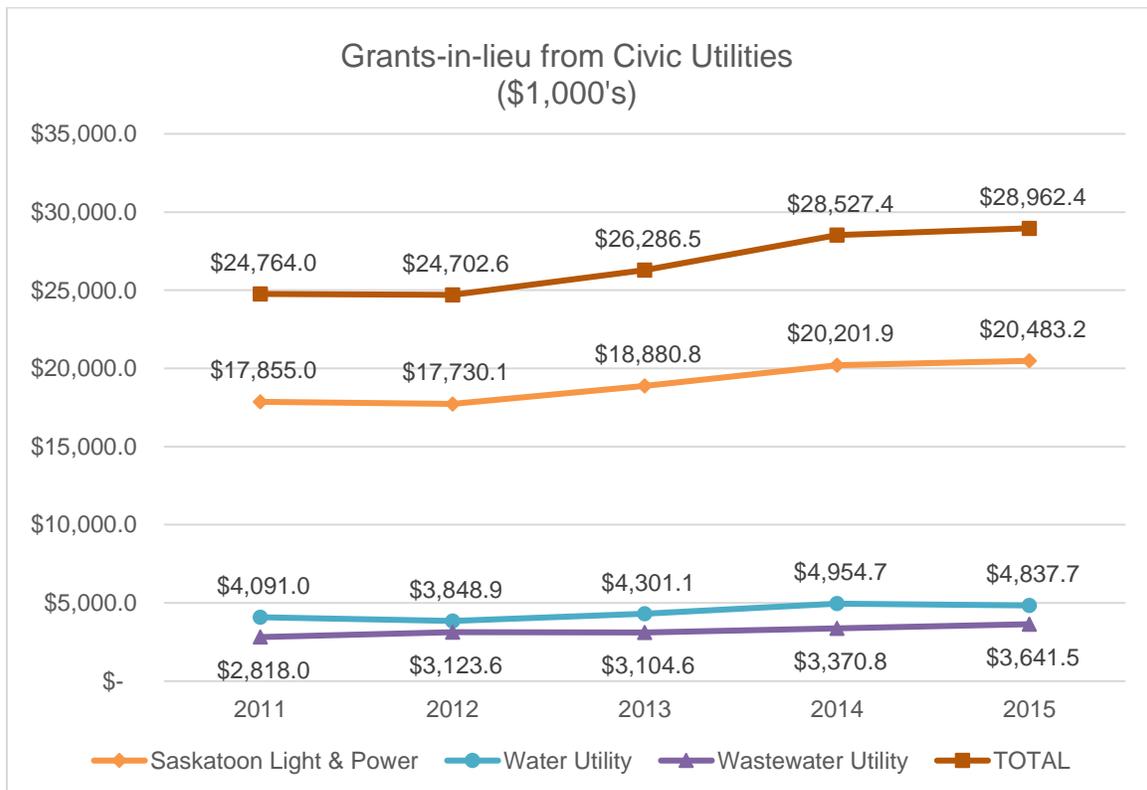
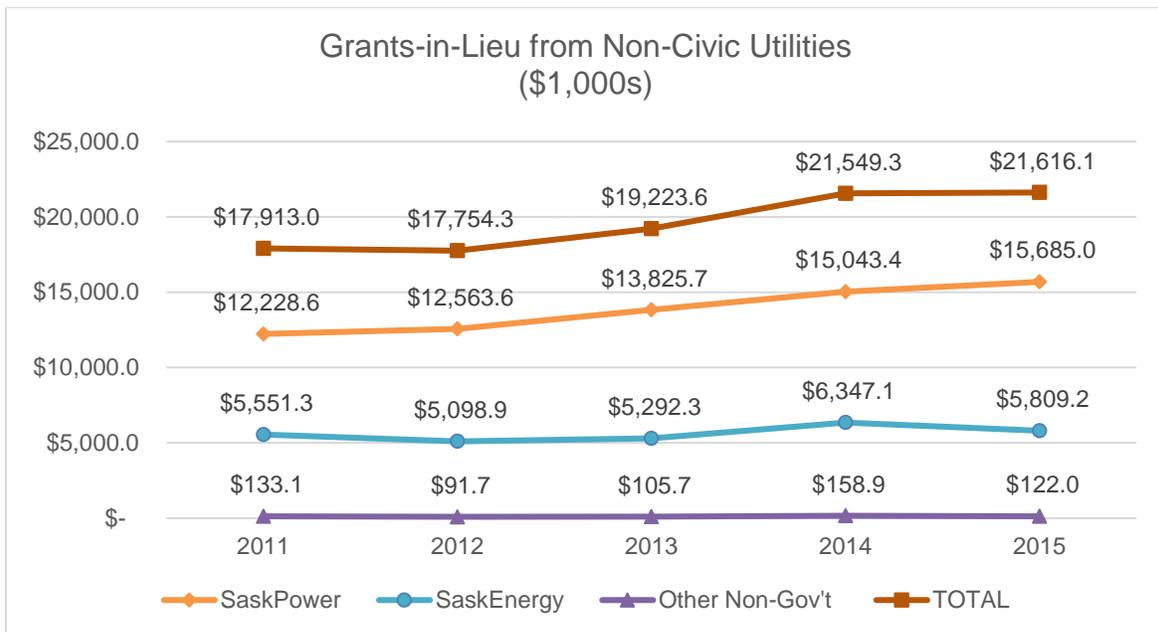
SaskPower	\$15,685,000
SaskEnergy	\$ 5,809,200
Other (TransGas)	\$ 122,000
	<u>\$21,616,200</u>

The City collects a grant-in-lieu of taxes from the City's own utilities. The amount collected is also based upon a percentage of metered revenue. In 2015, \$28,962,400 was received as grants-in-lieu of taxes from civic utilities as follows:

SL&P	\$20,483,200
Water Utility	\$ 4,837,700
Wastewater Utility	\$ 3,641,500
	<u>\$28,962,400</u>

Grants-in-Lieu from Non-Civic Utilities

The following two charts show the grants-in-lieu that have been collected from non-civic and civic utilities for the past five years.



Due Date for Follow-up and/or Project Completion

Follow-up and/or project completion is not required.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Joanne Stevens, Manager of Finance Special Projects
Approved by: Clae Hack, Acting General Manager, Asset & Financial
Management Department

Grants-in-Lieu_Non-Civic Utilites.docx

Contaminated Water Supply – Alternative Water Source

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated August 16, 2016, be received as information.

Topic and Purpose

The City of Saskatoon Water Treatment Plant (WTP) has many redundancy and contingency plans within the water treatment process; however, the South Saskatchewan River is currently the only water supply. In light of the recent issue Prince Albert is facing with a contaminated water supply, the purpose of this report is to inform City Council that the Administration will be investigating various alternative water sources and reporting the results in 2017.

Report Highlights

1. The WTP has many redundancy and contingency plans in place for a number of scenarios, but complete loss of the water supply would cause significant problems.
2. There are several pipelines that transport crude oil, refined petroleum, and liquid natural gas across the South Saskatchewan River between Saskatoon and Lake Diefenbaker.
3. Through the Emergency Measures Organization (EMO), the City has an extensive emergency plan that is able to assess a situation and escalate quickly when warranted. A Drinking Water Quality Emergency Response Plan is in place as well.
4. There are several areas that an alternative water source could be considered, such as natural or engineered bodies of surface water, multiple aquifers, and the North Saskatchewan River.

Strategic Goal

This report supports the Strategic Goal of Quality of Life by investigating alternative water sources to address compromised water in the South Saskatchewan River to ensure an uninterrupted supply of safe potable water to the citizens of Saskatoon and surrounding area.

Background

The recent spill in to the North Saskatchewan River provides the Administration the opportunity to learn from Prince Albert's experiences, and underscores the importance of having an alternative water supply.

Report

Water Supply

The City has a world class WTP with highly trained staff. High-quality raw water is extracted from the South Saskatchewan River. There are many redundancy and contingency plans in place for a number of scenarios, but complete loss of the water supply, for whatever reason, would cause significant problems for the City. Like many municipalities, the City does not have multiple sources of raw water.

Existing River Crossings

Upon review of an interactive map from the Canadian Energy Pipeline Association, it appears that there is a parallel set of Enbridge pipelines that transport crude oil, refined petroleum, and liquid natural gas across the South Saskatchewan River near Outlook, which is downstream of Lake Diefenbaker. There are also TransGas pipelines just south of the city limits that transport natural gas, as well as an Alliance natural gas pipeline near Outlook.

The Enbridge pipeline appears to be the only crude oil pipeline near the South Saskatchewan River between Saskatoon and Lake Diefenbaker.

Emergency Preparedness

Through the EMO, the City has an extensive emergency plan that is able to assess a situation and escalate quickly when warranted. It is also able to quickly and effectively provide critical coordination between professionally trained and equipped resources internally and also from our provincial, federal, and private sector partners.

A Drinking Water Quality Emergency Response Plan is in place and is triggered when the water treatment process is compromised and drinking water becomes contaminated, or is thought to be contaminated, with microbes or chemicals that could be harmful to human health if ingested. The Response Team is made up of individuals from the City, Saskatoon Health Region, and Water Security Agency who are responsible for collectively managing drinking water quality emergencies that occur in Saskatoon. The plan includes a strong communication strategy utilizing 'notifynow' and Emergency Operations Centre alerts.

Alternative Water Sources

There are several areas that an alternative water source could be considered, such as natural or engineered bodies of surface water, multiple aquifers, and the North Saskatchewan River. The existing water treatment process is specifically designed to treat water from the South Saskatchewan River. Not all raw water is the same; therefore, a preliminary assessment of the water chemistry would be required to determine their viability as an alternative water source through the existing WTP.

The Administration will review the proposed water supply options in greater detail to determine: if physically possible, the response time, effectiveness in mitigating risk, rate of flow that can be derived from each source, and total cost.

In addition to alternative water supplies, the Administration will consider other ideas, such as, the latest technology available in diverting or filtering spills so they cannot enter the Raw Water Intake. Floating booms are commonly implemented to contain or divert oil spills; however, they proved to be ineffective in this case. Further expansion of water reservoirs may be another consideration.

Public and/or Stakeholder Involvement

The Administration will involve various civic divisions, Saskatoon Health Region, and Water Security Agency in evaluating viable alternative water sources.

Communication Plan

Communications activities are coordinated by the Response Team as part of the multi-organization Drinking Water Quality Emergency Response Plan.

Financial Implications

The water industry can be capital intensive. For each plausible option, future reports will outline cost estimates, effectiveness in reducing risk, and attainable level of service during the restriction period.

Other Considerations/Implications

There are no options, policy, environmental, privacy, or CPTED implications or consideration.

Due Date for Follow-up and/or Project Completion

The investigation for an alternative water supply will be completed and reported to City Council in 2017. Interim reports will be submitted to provide timely updates and requests for approval for funding once costs are established for this review.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Reid Corbett, Director of Saskatoon Water
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

Capital Project #2053 – WWT – Screen Replacement – Award of Engineering Services

Recommendation

That the Standing Policy Committee on Environment, Utilities and Corporate Services recommend to City Council:

1. That the proposal submitted by Stantec Consulting Ltd. for engineering services for the screen replacement at the Wastewater Treatment Plant, at a total upset fee of \$120,119.50 (including GST and PST), be approved; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

Through this report, the Administration seeks City Council approval to award a tender for engineering services to replace the existing two mechanical bar screens located at the Wastewater Treatment Plant's (WWTP) Headworks Facility.

Report Highlights

1. The primary purpose of the Headworks Facility at the WWTP is to prevent coarse materials from entering the wastewater treatment process and adversely affecting downstream equipment in the Biological Nutrient Removal (BNR) Treatment Plant.
2. The existing two mechanical bar screens in the Headworks Facility were purchased in 1997 and have reached the end of their service life.
3. A Request for Proposal (RFP) was issued on June 24, 2016, for engineering services for design, procurement, and installation of two mechanical bar screen replacements. Of the three submissions received, the proposal submitted by Stantec Consulting Ltd. (Stantec) was rated the highest.

Strategic Goals

This report supports the Strategic Goals of Asset and Financial Sustainability by planning and budgeting for lifecycle maintenance and upgrades of the WWTP facility's equipment; and, Continuous Improvement by improving efficiency and reducing risk of failure through use of innovative new technology.

Background

The City's WWTP Headworks Facility was constructed in 1971 to prevent coarse materials from entering the wastewater treatment process and adversely affecting downstream equipment in the BNR Treatment Plant. The facility went through several

improvements in 1997 and in 2008, which allowed it to handle larger flows with heavy septage loads and to conform to the new Saskatchewan Environment regulations.

Report

Existing Mechanical Bar Screens

The key element of the Headworks Facility is the two self-cleaning mechanical bar screens originally purchased in 1997, and later relocated into the improved Headwork Facility constructed in 2008.

The existing screens have reached the end of their service life. The screens must be replaced to minimize the risk of sewage backing up into the inlet chamber, bypassing the Headworks Facility, or in extreme cases, overflowing directly to the river, which generates both regulatory, environmental, and public health concerns.

Mechanical Bar Screen Replacement

The replacement of the existing two screens and improvement of the inlet channel controls are driven by the need to reduce maintenance costs, capture more primary solids, reduce risk, and maintain hydraulic capacity of the WWTP.

The Consultants will assess the operation of the Headworks Facility and work with the WWTP operating staff to develop a concept plan. Equipment replacement options for the two existing bar screens will be evaluated based on hydraulic performance, cost, and maintenance requirements. The Consultants will develop functional and detailed design for the selected equipment and administer the tender for the procurement and installation, and provide inspection and commissioning services during construction.

Request for Proposal

The screens being replaced are a piece of equipment that affects the hydraulics at the headworks and will have an impact both upstream and downstream of its location in the wastewater treatment stream. A proper hydraulic analysis and modelling is required to determine the best equipment for the project and mitigate potential issues for future capacity upgrades. An engineering consultant with highly trained staff experienced in the use of unique software is required for the work.

On June 24, 2016, an RFP was advertised on the SaskTenders website and the following three consultant proposals were received on July 15, 2016:

- AECOM Canada Ltd. (Saskatoon, SK)
- Stantec Consulting Ltd. (Saskatoon, SK)
- Associated Engineering (Sask.) Ltd. (Saskatoon, SK)

Following a systematic evaluation of the three proposals, the Administration rated the proposal from Stantec as superior and confirmed it met the scope-of-work defined by the Terms of Reference.

Options to the Recommendation

Stantec submitted the highest scoring proposal for the work described in the RFP.

Financial Implications

The net cost to the City for the engineering services, as submitted by Stantec, would be as follows:

Engineering Services	\$ 93,070.00
Contingency	<u>20,000.00</u>
Sub-total Upset Fee	\$113,070.00
GST (5%)	5,653.50
PST (5% of 30% of \$93,070)	<u>1,396.05</u>
Total Upset Fee	\$120,119.55
GST Rebate	<u>(5,653.50)</u>
Net Cost to City	<u>\$114,466.05</u>

This project has sufficient funding in Capital Project #2053 – WWT – Screen Replacement.

Environmental Implications

It is critical to ensure the equipment installed within this facility has been selected to optimize the Headworks Facility's process by being robust and reliable, especially during peak flow conditions. The new screens will reduce the risk of sewage overflows directly to the river due to equipment failure, causing regulatory, environmental, and public health concerns.

Other Considerations/Implications

There are no public and/or stakeholder involvement, communications plan, policy, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

Scheduling and timing of the construction phase must be planned according to the WWTP operation and influent flow rates to minimize the requirements for bypassing. Due to the expected equipment availability and procurement requirements, the new bar screen units are to be installed during low flow in the winter months of 2017 and 2018 with a planned completion date of February 2018.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Krystyna Kotowski, Senior Project Management Engineer,
Saskatoon Water

Reviewed by: Larry Schultz, Engineering Services Manager, Saskatoon Water
Reid Corbett, Director of Saskatoon Water

Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

Diving Services for Raw Water Intake – Contract Extension

Recommendation

That the Standing Policy Committee on Environment, Utilities and Corporate Services recommend to City Council:

1. That an extension of \$250,000 (including GST and PST) to the contract awarded to Can-Dive Construction Ltd. for the supply of underwater repair services performed by divers for the Raw Water Intake be approved; and
2. That Purchasing Services issue the appropriate Change Notice to the existing Purchase Order.

Topic and Purpose

An annual inspection of the Raw Water Intake screens in April 2016 revealed damage to all four intake screens that needed immediate correction to enable adherence to the operating permit. The cost of the work was \$250,000 above the \$75,000 approved year-one value of the existing contract with Can-Dive Construction Ltd. The recommended contract extension of \$250,000 is above the 25% threshold of the original contract value and requires the approval of City Council.

Report Highlights

1. A contract for diving inspection and repair services, at the Raw Water Intake, was awarded to Can-Dive Construction Ltd. on January 15, 2016.
2. In April 2016, an annual inspection at the Raw Water Intake revealed significant damage to all four intake screens.
3. The estimated cost of the repair required to return the four screens to operational status is \$250,000 above the approved \$75,000 first year value of the contract with Can-Dive Construction Ltd.

Strategic Goals

This report supports the Strategic Goal of Quality of Life as the WTP provides safe, reliable water for the City.

Background

The Raw Water Intake was completed in 2011 and is the prime source of raw water for the Water Treatment Plant (WTP). A smaller raw water intake facility exists at the WTP for redundancy.

Report

Tender Award

A contract for diving inspection and repair services was tendered in November 2015 and awarded to Can-Dive Construction Ltd. on January 15, 2016. The nature of the work is an annual underwater inspection of the Raw Water Intake and establishing a competitive labour rate for underwater repairs. The period of the Blanket Order is from

Diving Services for Raw Water Intake – Contract Extension

the date of award to December 31, 2016, with provision for the contract to be extended for up to five (5) one-year periods. The estimated one-year total order was for \$75,000 (including all taxes).

Inspection Revealed Significant Damage

The screens at the Raw Water Intake prevent debris, sand, sticks, and fish from entering the intake pumps and moving to the WTP. During the April 2016 inspection, damage to all four screening systems was revealed. Screens had become disengaged from their mounting system, screen guides had been loosened from the concrete structure and the screen retaining system had failed. Similar damage, though to a lesser extent, had been noted in 2011 to one screen system and the screen supplier developed and implemented a retrofit at that time. The system worked successfully for four years until the damage was discovered during the 2016 inspection. A modified air delivery arrangement recommended by the screen supplier and a robust mounting system was designed. The Department of Fisheries and Oceans mandates fish screening so repairs were immediately implemented.

Contract Extension Required

The estimated cost for the repairs to the screens is \$250,000 above the \$75,000 approved for the 2016 period of the contract with Can-Dive Construction Ltd. The recommended contract extension of \$250,000 is above the 25% threshold of the original contract value and requires the approval of City Council.

Options to the Recommendation

There are no options as the recommended contractor, Can-Dive Construction Ltd., was the only bidder on the original tender and the work has been completed.

Communication Plan

The proposed work is a continuation of current work that does not cause any disturbances to the public; therefore, a communication plan is not required.

Financial Implications

The total contract increase required to complete the work is estimated at \$250,000 (including all taxes).

Funding is available in the 2016 Operating Budget - Special Services (\$100,000) and the 2016 Operating Budget - WTP Equipment Maintenance (\$150,000).

Other Considerations/Implications

There are no public and/or stakeholder involvement, policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

This work was completed in July 2016.

Diving Services for Raw Water Intake – Contract Extension

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Rob St. Pierre, Maintenance Engineer, Water Treatment Plant
Reviewed by: Troy LaFreniere, Plant Manager, Water Treatment Plant
Reid Corbett, Director of Saskatoon Water
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

EUCS RS – Diving Services - RWI – Contract Extension.docx

Supply and Installation of Audio Visual System Upgrade – Council Chamber

Recommendation

That the Standing Policy Committee on Environment, Utilities and Corporate Services recommend to City Council at its August 18, 2016, meeting:

1. That the proposal submitted by Matrix Video Communications Corp. in the amount of \$110,081.09, plus applicable taxes, be accepted; and
2. That Purchasing Services be authorized to issue the necessary Purchase Order.

Topic and Purpose

The purpose of this report is to receive City Council approval to award the Request for Proposals (RFP) for the Supply & Installation of Audio Visual System Upgrade to the Council Chamber.

Report Highlights

1. With changes to technology, modernization of current audio visual systems in the Council Chamber require an upgrade.
2. A Request for Proposals for Supply & Installation of Audio Visual System Upgrade for the Council Chamber was issued on June 24, 2016.
3. Seven (7) submissions were received by the required deadline of July 22, 2016, and the RFP submissions were evaluated using criteria established by the Evaluation Committee.
4. The Administration is recommending Matrix Video Communications Corp. be awarded the contract for the upgrade.
5. It is expected the project work will start September 21, 2016, to be completed by October 14, 2016.

Strategic Goal(s)

This project supports the City of Saskatoon's Strategic Goal of Continuous Improvement. The intent of the project is to provide a high quality sound and presentation system to facilitate meetings and presentations held in Council Chambers.

This project also supports the four-year priority to modernize civic government to meet current business requirements of managing and providing access to meetings.

Background

City Council, at its Business Plan and Budget meeting held on December 1 and 3, 2015, approved Capital Project P1885 for Council Chamber Equipment Upgrade in the amount of \$125,000.

Report

With changes to technology, it was necessary to undertake an upgrade of current audio/visual equipment and changes necessary to modernize the systems in the Council Chamber. This includes the upgrade and maintenance of audio/visual systems, network connections, and computer equipment to meet current business requirements of managing and providing access to meetings.

Requests for Proposals Issued

The RFP for the Supply & Installation of Audio Visual System Upgrade in the Council Chamber was issued on June 24, 2016, with a closing date of July 22, 2016. Seven proposals were received by the July 22 deadline.

Award of Request for Proposal

The Evaluation Committee, comprised of staff from the City Clerk's Office and Information Technology Division, evaluated the seven proposals received based upon the following criteria as detailed in the RFP document:

Category	Points
Overall Assessment of Understanding and Fulfillment of RFP Requirements	10
Technical and Functional Requirements	25
Price	20
Installation Timeline	15
Past Experience	15
References	15
TOTAL	100 points

Based on evaluation of all proposals, the Evaluation Committee determined that the proposal submitted by Matrix Video Communications Corp. best meets the RFP requirements. The Administration is recommending Matrix Video Communications Corp. be awarded the contract for the upgrade.

Matrix Video will be replacing the current systems for audio visual including: microphones and speaker system components, adding an assisted listening system, replacing the existing projector system and upgrading to full HD resolution Laser Technology, and replacing and programming a new control system for the meeting Chair and Administrators.

This new system will facilitate technology upgrades to other City meeting rooms, based upon this successful RFP.

Project Start Date

It is expected the project work will start September 21, 2016 to be completed by October 14, 2016. As there are no meetings of City Council and its Committees

scheduled during this time, it is anticipated there will be no disruption to meeting schedules.

Options to the Recommendation

City Council could choose not to proceed with awarding the RFP; however, the Administration does not recommend this option as the current audio/visual equipment is dated and has been unreliable during meetings. The new system will also be more user-friendly for meeting participants and will increase accessibility for the public attending meetings.

Public and/or Stakeholder Involvement

The proponents who were unsuccessful in this competition have been notified.

Communication Plan

Full training will be provided to the end users by Matrix and the City of Saskatoon.

Financial Implications

The approved budget for this project was \$125,000. The net cost to the City for the supply and installation of audio visual system upgrade the Council Chamber is as follows:

Breakdown	Price
Price Proposal	\$ 110,081.09
GST	\$ 5,504.09
PST	\$ 5,484.09
Contract Price	\$ 121,069.27
GST Rebate	<u>(\$ 5,504.09)</u>
Net Cost to City	\$ 115,565.18
	=====

Other Considerations/Implications

There are no policy, environmental, Privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The installation is to be completed by October 14, 2016, including training.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Shellie Bryant, Deputy City Clerk, City Clerk’s Office
Amin Ahmed, Manager Business Solution Corporate Services,
Corporate Performance Department

Reviewed by: Paul Ottmann, Director of Information Technology, Corporate
Performance Department

Supply and Installation of Audio Visual System Upgrade – Council Chamber

Approved by: Joanne Sproule, City Clerk
Catherine Gryba, General Manager, Corporate Performance
Department
Murray Totland, City Manager

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