

PLANNING, PUBLIC WORKS AND TRANSPORTATION COMMITTEE AGENDA

Meeting #: PPT-04-2019
Date: Tuesday, March 19, 2019, 3:00 p.m.
Location: Halton Hills Town Hall, Council Chambers
1 Halton Hills Drive
Members: Mayor R. Bonnette, (ex-Officio), Councillor C. Somerville, Chair,
Councillor J. Fogal, Councillor M. Albano, Councillor B. Lewis,
Councillor M. Johnson, Councillor B. Inglis

Pages

1. CALL TO ORDER
2. DISCLOSURE OF PECUNIARY INTEREST
3. COMMITTEE DELEGATIONS/PRESENTATIONS
4. REPORTS & MEMORANDUMS FROM OFFICIALS

Vet Reports to be considered by the Planning, Public Works and Transportation Committee.

Reports will be automatically held when there is a presentation or delegation on the matter.

- | | | |
|----|--|----|
| a. | <u>MEMORANDUM NO. TPW-2019-0005</u>
TRANSPORTATION AND PUBLIC WORKS MEMORANDUM NO. TPW-2019-0005 dated March 6, 2019 regarding First Annual Province Wide School Crossing Guard Appreciation Day - March 20, 2019. | 3 |
| b. | <u>REPORT NO. TPW-2019-0002</u>
TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0002 dated March 7, 2019 regarding 2019 Traffic Engineering Work Plan. | 5 |
| c. | <u>REPORT NO. TPW-2019-0008</u>
TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0008 dated February 15, 2019 regarding Award of Request for Proposal | 19 |

(RFP) #P-015-019 for Material Testing.

5. CLOSED SESSION

Committee to Convene into Closed Session if necessary.

a. REPORT NO. PLS-2019-0021

PLANNING AND SUSTAINABILITY REPORT NO. PLS-2019-0021 dated March 11, 2019 regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

(Overview will be provided by David Germain, Town Solicitor)

6. RECONVENE INTO OPEN SESSION

Motion to approve items pertaining to Closed Session.

7. ADJOURNMENT

MEMORANDUM

TO: Chair and Members of the Planning, Public Works and Transportation Committee

FROM: Roumen Kotev, Traffic Analyst

DATE: March 6, 2019

MEMORANDUM NO.: MEM-TPW-2019-0005

RE: First Annual Province Wide School Crossing Guard Appreciation Day - March 20, 2019

PURPOSE OF THE MEMORANDUM:

The purpose of this memorandum is to advise that March 20, 2019 has been designated province wide as the first annual School Crossing Guard Appreciation Day. On this day school crossing guards will be recognized for the work done each day to assist pedestrians in busy roadways, as well as bring about awareness of the Crossing Guard Program within local municipalities.

BACKGROUND:

The Ontario Traffic Council (OTC) has recognized the need to develop uniformity throughout the province with regard to school crossing guards. A key initiative was to designate one day in the year that would be recognized as the official School Crossing Guard Appreciation Day.

COMMENTS:

Staff have advised the Halton District School Board and Halton Catholic District School Board of the day and requested that they forward this information to all the elementary schools in the Town of Halton Hills. Given most municipalities use the standardized formats, ensuring the same messaging is being repeated throughout, the likelihood of success and awareness will be widespread. The use of social media and public outreach will be important in making this initiative successful. Town staff has collaborated with our communications group to ensure that this information is available on the Town's web page and through other social media networks.

CONCLUSION:

The first annual Province wide School Crossing Guard appreciation day will occur on March 20, 2019. The Town of Halton Hills will recognize its School Crossing Guards with a social gathering and refreshments.

In addition, the Town will continue to recognize our School Crossing Guards for their outstanding service in June at the end of the school year.

Reviewed and approved by,

A handwritten signature in cursive script, appearing to read "Maureen Van Ravens".

Maureen Van Ravens, Manager of Transportation

A handwritten signature in cursive script, appearing to read "C. Mills".

Chris Mills, Commissioner of Transportation and Public Works

A handwritten signature in cursive script, appearing to read "Brent Marshall".

Brent Marshall, Chief Administrative Officer

REPORT

REPORT TO: Chair and Members of the Planning, Public Works and Transportation Committee

REPORT FROM: Matt Roj, Traffic Coordinator

DATE: March 7, 2019

REPORT NO.: TPW-2019-0002

RE: 2019 Traffic Engineering Work Plan

RECOMMENDATION:

THAT Report No. TPW-2019-0002, dated March 7, 2019, regarding the 2019 Traffic Engineering Work Plan, be received;

AND FURTHER THAT the 2019 Traffic Engineering Work Plan, be endorsed;

AND FURTHER THAT any new in-year requests be prioritized based on safety consideration and community impact, and budget implications may be added to the work plan.

BACKGROUND:

Traffic Engineering Section of the Transportation and Public Works Department administers maintenance, operations and implementation of traffic control devices, including streetlighting and school crossing guards through operating programs and capital projects. Staff core responsibilities include delivery of those programs and projects, while balancing the needs of the citizens to plan, build, and maintain a complete and sustainable road network.

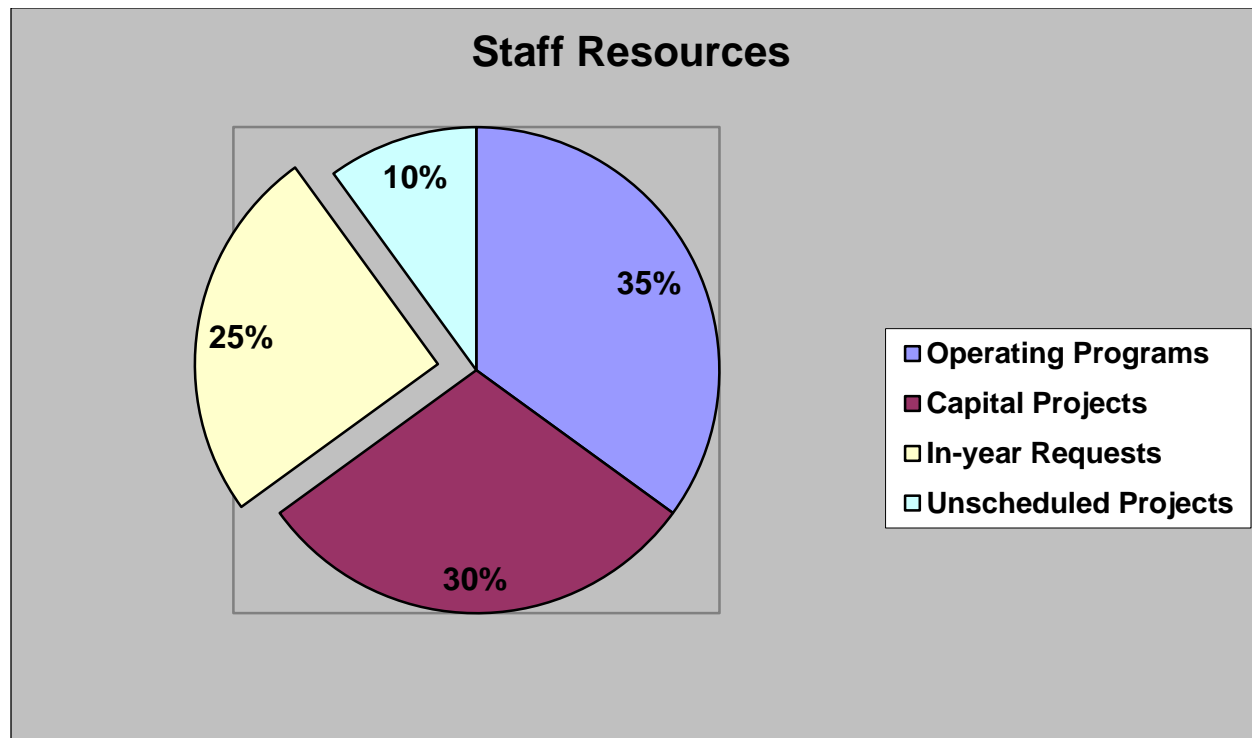
In addition to the Traffic Engineering Section, the Transportation Section deals with longer range and policy projects. The Transportation Section projects are not included in this report.

The primary responsibilities of the Traffic Engineering staff include traffic signs, traffic control signals, pavement markings, streetlighting, traffic calming, active transportation, school crossing guards, legal updates (i.e. by-laws), railway safety, traffic counts, traffic management plans, traffic impact studies, collision reports, road public events and operational safety, and policy reviews.

The overall Traffic Engineering Work Plan is allocated between operating programs, capital projects, in-year requests and unscheduled projects. Each year, in-year public requests consist of approximately 25 percent (%) of the workload. These in-year requests represent a reactive part of the Work Plan. As an example, in 2018, staff recorded more than 100 public requests, which the majority related to speeding and/or aggressive driving concerns. These concerns need to be assessed as part of our Traffic Calming Protocol (TCP). The protocol is currently being updated and will be presented to the Committee in a separate report.

Traffic calming devices such as speed humps are installed in accordance with the Traffic Calming Protocol. Based on the extensive public engagement process and budget constraints, staff implements one (1) intrusive traffic calming project (i.e. speed humps) per year. TCP consists of three main sections: Initial Screening Warrant, Public Engagement, and Traffic Calming Implementation.

Identified below is the Resources Chart which identifies the percentage of time allocated to the four (4) areas within the Traffic Engineering workload. An example of the unscheduled project could be traffic signal pole knockdown and/or controller damage due to a motor vehicle collision at the signalized intersection.



The Transportation engineering staff complement includes two (2) full-time positions plus a Manager that is also responsible for Transportation Planning and Accessible Transit. As part of the 2019 budget, Council approved an additional Traffic Analyst contract position for a 12-month term. It is anticipated that this position will be filled in March/April.

A detailed summary of the 2018 Traffic Engineering core responsibilities are identified in Attachment 1. Through the 2018 election season to the beginning of 2019, staff received 62 in-year Council service requests. A list of the In-year 2018/2019 Council Service Requests is identified in this report and in Attachment 2.

COMMENTS:

The 2019 Traffic Engineering Work Plan is funded through both Capital and Operating budgets.

Below is the list of the ongoing Capital projects identified in the previous Capital budgets (primarily 2018) that will continue in 2019:

- Interconnect Mountainview Traffic Signals – Seven (7) traffic signals and implementation of Centrac's Advance Traffic Signal Management System
- Railway Safety Assessments – Metrolinx Line
- Traffic Signal Legal Drawings Update – Guelph Street/Brucewood Road
- Trucking Strategy Study and Implementation
- Bike Lanes - Barber Drive (West) Signage
- Traffic Signal LED upgrade

The 2019 Traffic Engineering Work Plan includes the following traffic operating, capital, and in-service projects, identified in the following categories:

Operating Programs

Traffic Signs

- Preventative Traffic Signs maintenance

Traffic Control Signals

- Preventive Traffic Control Signals maintenance
- Eighth Line/Miller Drive – Advance solar yellow flashers
- Mountainview Rd. S./Barber Dr. – Advance Left turn phase review
- Traffic Signals LED Upgrades – Mountainview Rd. N./River Dr. and Mountainview Rd. S./Argyll Rd.

Pavement Markings

- Pavement Markings Program – lane lines, stop bars, arrows, crosswalks, bike symbols, “SLOW” symbols
- Accessible Parking Symbols – on-street parking spaces

Streetlighting

- Preventive Streetlighting maintenance
- Maria St. – Street light replacements

School Crossing Guards

- School Crossing Guard Program

Traffic Count Program

- Data Collection and Traffic Counts

Road Public Events

- 20 Road Public Events (i.e. Santa Claus, Leathertown, cycling events)

Motor Vehicle Collisions

- Motor Vehicle Collisions Reviews

Heavy Trucks

- Truck Safety Blitzes

Capital Projects

Traffic Signs

- Mill Street West (Victoria Ave. to Cobblehill Road) – No Parking zone and yellow centre line
- Municipal Boundary Signs
- Rural Area Sign Improvements – 27 Side Road, Tenth Line, Clayhill Road, Fallbrook Trail, Ninth Line and Eighth Line
- Roundabout – Pedestrian Safety improvements

Traffic Control Signals

- Accessible Traffic Signals – Mountainview Rd. N./Maple Ave., Mountainview Rd. N./River Dr. and Mountainview Rd. S./Argyll Rd.
- Opticom Replacement Program
- Main Street North (Hwy 7) and School Lane – Traffic Signal Installation
- Traffic Controller Replacements – Guelph St. (Hwy 7)/Brucewood Rd., Guelph St. (Hwy 7)/Delrex and Queen St. (Hwy 7)/Tanners Dr.

- Pedestrian Crossings – Delrex Blvd. (Centennial Middle School) and Armstrong Ave./Sinclair Ave.

Streetlighting

- Longfield Subdivision – Phase 2 – Street light infrastructure
- Streetlight Pole and Transformer Replacement – Halton Hills Hydro projects
- Bishop Court – Street light improvements
- Rural Intersections Streetlighting – 22 Side Road/Third Line (West), 22 Side Road/ Third Line (East) and 15 Side Road/Third Line

Railway Safety

- Mandated Rail Crossing Updates – Metrolinx Line
- Railway Safety Reviews – CN (2 crossings) and Metrolinx Line
- Railway Crossing Repairs – One location to be determined

Heavy Trucks

- Trucking Strategy Study

Active Transportation

- Acton and Georgetown – Greenbelt connector routes installation
- Joseph Gibbons Public School – Potential sidewalk improvements

Legal Updates

- Uniform Traffic Control By-law 84-1 Update
- Signal Drawings, Guelph Street/Brucewood Road - Legal update

In-year Service Requests – Scheduled Projects

Based on previous requests (primarily in 2018), staff have prioritized the in-year requests based on safety and community impacts. The following represents the requests that are expected to be completed in 2019:

Traffic Signs

- Farm Vehicle Signs review

Traffic Calming

- John Street (Georgetown) – Speed hump installation
- Confederation Street/Ninth Line – Speed limit assessment

- Fifth Line (Limehouse) – Speed limit assessment
- 22 Side Road (Limehouse) – Operational review
- Sixth Line - Speed limit assessment
- Bower Street – Operational review
- Danby Road – Operational review
- River Drive (Mountainview Rd. N. to Rosetta St.) – Lane width reductions
- King Street (Georgetown) – Operational review

Operational Safety Reviews

- Arborglen Dr./Arborglen Dr. – Operational review
- Prince Charles Dr./Brucewood Rd. – Operational review
- Barber Dr./Eaton St. – Operational review
- King Street/Green Street – Operational review follow up
- Wildwood Road (Confederation St. to Oak Ridge Dr.) – Operational review
- River Drive/Tenth Line – Operational review
- Sprowl Street/Salmon Way – Intersection improvements
- Eaton St./Chaplin Cres. (E.) – Operational review

Unscheduled Projects

On an annual basis, respond to issues which are identified through public inquiries and need to be resolved in a timely matter. Examples of these issues are as follows:

- Deployment of radar message boards – approximately 100 locations in 2018
- Parking inquiries
- Schools inquiries
- Traffic Control Signals – infrastructure damage
- Traffic Signs – infrastructure damage
- Traffic study requests
- Streetlighting - malfunctions
- Intersection operational reviews
- Freedom of Information Requests
- Locate requests

As part of the 2019 Operating Budget, Council approved a new Traffic Analyst contract position for a 12-month term. This position will assist in delivering the core programs along with responding to in-year requests. In addition to the requests identified in the report, 49 additional requests are documented in Attachment 2. This list is continually being added to and will be assessed on a priority basis.

Based on current work load, it is expected that most of the requests will be addressed in 2020. If a concern is received that is considered time sensitive, the work program will be re-prioritized to address critical issues as required.

RELATIONSHIP TO STRATEGIC PLAN:

There is no relationship to the strategic plan.

FINANCIAL IMPACT:

The 2019 Traffic Engineering Work Plan is included within the approved budget.

CONSULTATION:

This report was discussed internally within the department.

PUBLIC ENGAGEMENT:

Public engagement will be undertaken as required, based on the individual projects.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report advances the Strategy's implementation.

This report supports the Social Well-being pillar of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is good.

COMMUNICATIONS:

Staff will discuss the work plan with the Town's contractors and internal staff, as necessary.

CONCLUSION:

The Traffic Engineering staff have developed a detailed 2019 work plan. In-year requests consist of approximately 25 percent (%) of the total workload, which may have a significant impact in the delivery of the work plan. It is anticipated that the majority of this work will be completed in 2019. However, some major projects may continue in 2020 based on the length of the projects and available staff resources. Any additional in-year requests in 2019 will need to be prioritized and added to the overall work plan, and if they can be accommodated within the approved budget. Should the list of additional in year requests exceed the budget, staff will advise Council accordingly.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "Maureen Van Ravens". The signature is fluid and cursive, with the first name being the most prominent.

Maureen Van Ravens, Manager of Transportation

A handwritten signature in black ink, appearing to read "C. Mills". The signature is stylized and cursive, with a long horizontal stroke extending from the end.

Chris Mills, Commissioner of Transportation and Public Works

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Brent Marshall, Chief Administrative Officer

Attachment 1

2018 Traffic Initiatives

Traffic Signs

Staff is responsible for issuing Sign Work Orders to install new traffic signs within the public right-of-way to ensure compliance with provincial standards.

The major sign projects included seven (7) pedestrian crossover locations, new North-South Greenbelt-Waterfront trail connector route, Barber Drive (West) bike lane project, McDonald Blvd. "No Parking" zone, Fifth Line and 5 Side Road speed limit changes.

Traffic Control Signals

Staff is responsible for the maintenance and operation of 30 traffic control signals, five (5) intersection pedestrian signals, 12 pedestrian crossovers, eight (8) Vehicle Activated Traffic Calming Signs and 14 flashing beacon locations.

The major traffic control signal projects included installations of Third Line traffic signal (Acton Quarry), seven (7) pedestrian crossovers, eight (8) accessible pedestrian signals, four (4) uninterruptible power systems and three (3) new controllers.

Staff works directly with the Fire Department to maintain the Opticom equipment at signalized intersections. The Opticom equipment allows Fire Department vehicles to receive a priority green time to travel through the signalized intersections. Staff maintains the Opticom equipment at the Town and Region's signalized intersections.

Pavement Markings

Pavement Markings consist of both contractual and in-house programs. The contractual program includes painting of lane lines on all roads identified in the program, turn arrows, and stop bars and crosswalks at signalized intersections. Also, the contractual program includes special projects such as bike lane or enhanced crosswalk projects. In-house program consists of painting stop bars and crosswalks on Collector and Local classification roads.

The major projects included Barber Drive (West) and Danby Road Bike Lanes, eight (8) ladder crosswalk and stop bar locations (enhanced pavement markings), 10 "Slow" symbols, Main Street South (Georgetown) "Sharrow" symbols and seven (7) ladder crosswalk and "shark teeth" stop bar pedestrian crossover locations.

Streetlighting

The Town maintains approximately 4,800 street lights through Southwestern Energy Inc., a subsidiary of Halton Hills Hydro (HHH).

The major projects included the completion of the LED Upgrade, Longfield Subdivision Phase 1, two (2) rural intersections, Armstrong Ave. Phase 1 and projects with HHH.

Traffic Calming

The Town implements one traffic calming location per year due to the extensive public consultation required by the traffic calming projects. This is a reactive program that requires both technical justifications and public support identified in the Town's Traffic Calming Protocol.

In 2018, Church Street East project was implemented and it included installation of a speed hump. Also, the Town installed two additional speed humps on Green Street and King Street to reduce aggressive driving and cut-through traffic. John Street (Georgetown) project included installation of non-intrusive traffic calming devices (i.e. pavement markings).

Active Transportation

Based on the 2018 Capital Budget, staff implemented Barber Drive (West) bike lane project. Staff worked with the Greenbelt Foundation to implement the North-South Greenbelt-Waterfront connector route between Halton Hills and Oakville. As part of the approval of the subdivision, staff coordinated with the developer the implementation of Danby Road bike lanes. Staff installed pavement markings on Market Street to improve public safety and walkability.

School Crossing Guards

The School Crossing Guard Program is managed by Traffic staff with assistance of Public Works staff. The program includes 30 school crossing guards that work at 28 locations. In 2018, staff identified two new locations that require school crossing guard service; Danby Rd./Silver Pond Dr. and Danby Rd. (East)/Barber Dr. Both locations were approved, as part of the 2019 Operating Budget.

Legal Updates

Staff worked with the Town's Prosecutor to prepare a new Highway Encumbrance By-law. The new bylaw will improve road safety by reducing the number of illegally placed disposal containers and construction supplies on the road allowance.

Railway Safety

Staff coordinated meetings with railway authorities to discuss and schedule at-grade railway crossing repairs. Last year, CN undertook repairs at the 15 Side Road at-grade railway crossing. Metrolinx completed at-grade railway crossing repairs at the Main Street North (Acton) and Fourth Line crossings.

Traffic Counts

Traffic Count Program consists of both contractual and in-house programs. The contractual program consists of 36 turning movement count locations. Each location is recounted every two (2) years. In-house traffic count program includes both turning movement and midblock counts. Rural midblock locations are recounted every five (5) years. All other intersections are counted as required, based on changes in traffic patterns, public inquiries or new developments.

Traffic Management Plans

Staff is responsible for preparation of the Traffic Management Plans that include road closure and detour plans.

The major road closure projects included the Main Street South (Region), Main Street North (Metrolinx), River Drive (Town), Sixth Line (Halton Hills Hydro) and 15 Side Road (CN).

Collision Reports

Staff have implemented a new Traffic Engineering Software (TES) program to manage the Town's Motor Vehicle Collision reports. On an annual basis, 300 to 400 vehicle collisions occur on roads under the Town's jurisdiction. Staff will use the TES program to implement a road network screening to identify intersections and midblock locations which may require safety improvements.

Road Public Events

Last year, Traffic staff was involved in the coordination of approximately 20 road public events through the Public Events Process. The major events included the Santa Claus Parades (Acton and Georgetown), Leathertown Festival, and Rock'n Roll Classics. Based on the consultation process with event organizers, staff develop road closure and detour plans to maintain traffic flow and public safety.

Policy Reviews

Staff have reviewed the Traffic Calming Protocol and will recommend changes to the Planning, Public Works and Transportation Committee on March 19, 2019.

Operational Reviews

The most frequent concerns identified by the public involved speeding/aggressive driving. In 2018, residents identified these concerns on the following roads:

Acton

Storey Dr., Church St. East (Acton), Churchill Road South (2 locations), McDonald Blvd., Wallace St., Mill Street West, Tanners Dr., Elizabeth Dr. (2 locations), Churchill Rd. N., Guelph St. West (Hwy 7)

Georgetown

Mowat Cres, Arborglen Dr., Duncan Dr., Sargent Rd. (2 locations), Edward St., Belmont Blvd. (3 locations), Barber Dr. (2 locations), Morris St., Princess Anne Dr., Argyll Rd. (5 locations), Morningside Dr., Greystone Cres., Mountainview Rd. N. (2 locations), Main St. S., Foxtail Ct., Calvert Dr., Moore Park Cres. (3 locations), Arborglen Dr. (3 locations), Dominion Gardens Dr., Niagara Trail, River Drive, Irwin Cres., Charles St., Danby Rd. (2 locations), Prince Charles Dr., Miller Drive, Eaton St., Delrex Blvd., John St., Atwood Ave., Berton Blvd.

Rural

5 Side Road, Eighth Line (6 locations), Fifth Line (2 locations), Fourth Line (7 locations), Ninth Line (5 locations), 32 Side Road, Sixth Line, Tenth Line (2 locations), 22 Side Road (Limehouse)

Norval

Green St., King St., Noble St., Winston Churchill Blvd. (Reg. Rd 19), Draper St., Guelph St. (Hwy 7)

Glen Williams

Confederation St. (2 locations), Prince St., Wildwood Rd. (2 locations), Ninth Line, Eighth Line, Main St., Barraclough Blvd.,

Stewarttown

Mill Pond Dr.

Attachment 2

2018/2019 - Council In-year Service Requests				
#	Date	Category	Location	Ward
1	Jan. 10, 2018	Intersection Safety	Princess Anne Drive/Hospital Entrance	3
2	Jan. 29, 2018	Cycling	Green Belt Route in Terra Cotta	2
3	Feb. 23, 2018	Speeding	Highway 7/Lakeview Avenue	1
4	April 10, 2018	Road Safety	Third Line/Glen Lawson Road	1
5	April 11, 2018	Speeding	John Street (Georgetown)	3
6	April 23, 2018	Speeding	Chetholme Place	4
7	May 2, 2018	Speeding	Acton	1
8	May 2, 2018	School Bus Safety	Upper Canada Court	2
9	May 3, 2018	Intersection Safety	5 Side Road/Ninth Line (Regional Intersection)	2
10	May 25, 2018	Speeding	Mowat Crescent	3
11	May 28, 2018	Intersection Safety	Victoria Street/College Street	3
12	May 30, 2018	Speeding	Meadowglen Blvd.	3
13	June 4, 2018	Speeding	Duncan Drive	4
14	June 13, 2018	Speeding	Wallace Street	1
15	June 20, 2018	Intersection Safety	Danby Road/Barber Drive (East) - Roundabout	4
16	July 10, 2018	Pavement Markings	Main Street South (Georgetown)	3
17	July 30, 2018	Trucks	Fourth Line south of Highway 7	1 & 2
18	August 6, 2018	Pedestrian Crossover	22 Side Road - Limehouse	2
19	August 8, 2018	Road Safety	Fourth Line, north of Highway 7	1 & 2
20	August 22, 2018	Parking	Kingham Road	1
21	August 28, 2018	Traffic Signals	Mill Street and Main Street (Georgetown)	3
22	August 30, 2018	Parking	Woodcote Crescent	4
23	September 7, 2018	Intersection Safety	Eighth Line/Miller Drive	2 & 4
24	September 14, 2018	Speeding	Charles Drive and Princess Anne Drive	3
25	September 18, 2018	Speeding	Belmont Boulevard	3
26	September 19, 2018	Road Safety - Farm Vehicle Signs	Rural areas	2
27	September 20, 2018	Highway Access	11648 Highway 7	2
28	September 21, 2018	Pedestrian Safety	Foxtail Court and West Branch Drive	4
29	September 21, 2018	Road Safety (Cycling)	Third Line between 15 Side Road and 10 Side Road	2
30	September 22, 2018	Cycling	Barber Drive (West)	4
31	September 25, 2018	Speeding	135 Mountainview Rd. S.	4
32	September 25, 2018	Railway Safety	15 Side Road CN Railway at-grade crossing repairs	2

2018/2019 - Council In-year Service Requests				
#	Date	Category	Location	Ward
33	September 26, 2018	Road Safety	Various locations: Maple/Main	3
34	September 27, 2018	Parking	5 Side Road, east of Regional Road 25	2
35	September 27, 2018	Intersection Safety	Kingham Rd./Greenore Cres. (East)	1
36	October 1, 2018	Speeding	Storey Drive	1
37	October 4, 2018	Speeding	Ontario Street	3
38	October 7, 2018	Speeding	Regional Road 25	2
39	October 18, 2018	Pedestrian Safety	Princess Anne Drive/Hyde Park Drive	3
40	October 18, 2018	Speeding	Delrex Boulevard and Edward Street	3
41	November 7, 2018	Intersection Safety	Eighth Line/Argyll Road	2 & 4
42	November 19, 2018	Parking	Church Street East, east of John Street (Acton)	1
43	November 26, 2018	Streetlighting	Tenth Line between 5 Side Road and Steeles Avenue	2
44	December 4, 2018	Signs	Entry signs (Municipal Boundary Signs)	2
45	December 7, 2018	Pedestrian Safety	Elizabeth Drive (Acton)	1
46	December 12, 2018	Speeding	Main Street South (Georgetown)	3
47	December 19, 2018	Trucks	Glen Williams	2
48	January 8, 2019	Trucks	Winston Churchill Blvd./Adamson Street	2
49	January 18, 2019	Speeding	Wallace Street	1

REPORT

REPORT TO: Chair and Members of the Planning, Public Works and Transportation Committee

REPORT FROM: Teri Hoey, Supervisor of Construction

DATE: February 15, 2019

REPORT NO.: TPW-2019-0008

RE: Award of Request for Proposal (RFP) #P-015-19 for Material Testing

RECOMMENDATION:

THAT Report No. TPW-2019-0008, dated February 15, 2019, regarding Award of Request for Proposal (RFP) #P-015-19 for Material Testing, be received;

AND FURTHER THAT the Contract for Material Testing be awarded to Englobe Corporation, 1200 St-Martin West, #400, Laval, QC, H7S 2E4, in the annual amount of \$90,000.00 (including \$10,353.92 HST), for a one (1) year contract, with four (4), one (1) year options to renew, for the purposes of undertaking the testing of road construction materials;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a Purchase Order to Englobe Corporation, 1200 St-Martin West, #400, Laval, QC, H7S 2E4 annually in the amount of \$90,000.00 (including \$10,353.92 HST), as required.

BACKGROUND:

As part of the required quality control on each capital construction project, samples of the aggregate, concrete, asphalt and topsoil are taken by Certified Geotechnical Consultants to ensure they meet the Town or Ontario Provincial Standard (OPS) specifications. During construction, in-situ compaction tests are carried out on the aggregate road base before the curb and asphalt are placed and on the asphalt during placement, to ensure the road is constructed to the required specifications. Concrete for curbs, sidewalks and other structures is also sampled and tested for compliance with the required specifications.

COMMENTS:

The RFP #P-015-19 for Material Testing was issued on January 2, 2019. Bids were posted on the Town's website and advertised on the Bids and Tenders website. A total of nineteen (19) firms downloaded the bid document. Submissions were received from the seventeen (17) firms on January 23, 2019, and evaluated by Staff from the

Engineering Services Division of the Transportation & Public Works Department. The following firms submitted bids:

Proponent	Location
Aecon Materials Engineering	Caledon, ON
Davroc Testing Laboratories Inc.	Brampton, ON
DS Consultants Ltd.	Vaughan, ON
Englobe Corporation	Laval, QC
Engtec Consulting Inc.	Vaughan, ON
exp Services Inc.	Brampton, ON
Golder Associates Ltd.	Mississauga, ON
HLV2K Engineering Limited	Mississauga, ON
Orbit Engineering Limited	Brampton, ON
Peto MacCallum Ltd.	North York, ON
SAFFA Engineering Inc.	Markham, ON
Sirati & Partners Consultants Ltd.	King City, ON
SNC Lavalin GEM Ontario Inc.	Vaughan, ON
Sola Engineering Inc.	Vaughan, ON
V.A. Wood (Guelph) Inc.	Guelph, ON
Wood Environment and Infrastructure Solutions	Toronto, ON
WSP Canada Inc.	Toronto, ON

The criteria utilized to evaluate the information contained in each submission were stated in the RFP and are summarized as follows:

Criteria	Weight
Qualifications and Experience	35
Methodology	30
Pricing	25
Company Resources	10

These services in this RFP are for a one (1) year Contract, with four (4), one (1) year options to renew as determined by the Town. Actual costs per year are estimated and will vary depending on the number of approved Capital Projects and the required testing associated with each project.

After reviewing and evaluating the submissions, it was determined that Englobe Corporation, 1200 St-Martin West, #400, Laval, QC, H7S 2E4 with offices located in Kitchener and Toronto was the highest overall ranked proponent.

All Requests for Proposals are submitted in confidence and evaluated on the pre-determined criteria identified above. As price is only a portion of the bid evaluation, the prices of the unsuccessful proponents have not been included in this Report.

RELATIONSHIP TO STRATEGIC PLAN:

The recommendations of this Report directly support the following Strategic Directions, Goals and Objectives of the Town of Halton Hills Strategic Plan:

H Provide Sustainable Infrastructure & Services.

H.1 To provide infrastructure and services that meets the needs of our community in an efficient, effective and environmentally sustainable manner.

FINANCIAL IMPACT:

Funding for material testing will be derived from the approved capital budget from the project requiring the testing services.

CONSULTATION:

The Manager of Purchasing is in agreement with this recommendation.

PUBLIC ENGAGEMENT:

Not applicable.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life. The relationship between this report and the Strategy is summarized below:

The recommendation outlined in this report advances the Strategy's implementation.

This Report supports the Economic Prosperity and Social Well-being pillars of Sustainability through the provision of infrastructure and services that meet the needs of our community in an efficient, effective and environmentally sustainable manner. The alignment of this Report with the Community Sustainability Strategy is good.

COMMUNICATIONS:

The Corporate Services Department administered the RFP process and is in agreement with the recommendation of this Report.

CONCLUSION:

Staff recommends that Englobe Corporation be awarded RFP #P-015-19. Staff further recommends that the Manager of Purchasing be authorized to issue a Purchase Order to Englobe Corporation annually (for a period up to five (5) years), as required.

Reviewed and Approved by,

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Simone Gourlay, Manager of Purchasing

A handwritten signature in cursive script that reads "W. Andrews".

Bill Andrews, Director of Engineering

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Chris Mills, Commissioner of Transportation and Public Works

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Brent Marshall, Chief Administrative Officer