



Public Works & Transportation Committee

Anderson Room, City Hall
6911 No. 3 Road

Wednesday, February 18, 2015
4:00 p.m.

Pg. # ITEM

MINUTES

PWT-4 *Motion to adopt the **minutes** of the meeting of the Public Works & Transportation Committee held on Wednesday, January 21, 2015.*



NEXT COMMITTEE MEETING DATE

Wednesday, March 18, 2015, (tentative date) at 4:00 p.m. in the Anderson Room

ENGINEERING & PUBLIC WORKS DIVISION

1. **BRIGHOUSE FIRE HALL NO. 1 – COUNCIL PROJECT UPDATE**
(File Ref. No. 06-2052-25-FHGI1) (REDMS No. 4472927 v. 7)

PWT-18

See Page PWT-18 for full report

Designated Speakers: Deputy Fire Chief Kim Howell and Jim Young

STAFF RECOMMENDATION

That the Brighthouse Fire Hall No. 1 – Council Project Update, from the Director, Engineering and Fire Chief, Richmond Fire-Rescue, be received for information.



2. **REVIEW OF HIRED TRUCKING/HIRED EQUIPMENT ENGAGEMENT PROCESS**

(File Ref. No. 02-0780-01) (REDMS No. 4485446)

PWT-26

[See Page PWT-26 for full report](#)

Designated Speaker: Suzanne Bycraft

STAFF RECOMMENDATION

*That the staff report titled **Hired Trucking/Hired Equipment Engagement Process**, dated January 26, 2015, from the Director, Public Works Operations, be received for information.*



PLANNING & DEVELOPMENT DIVISION

3. **ICBC-CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM – PROPOSED PROJECTS FOR 2015**

(File Ref. No. 01-0150-20-ICBC1-01) (REDMS No. 4465999)

PWT-30

[See Page PWT-30 for full report](#)

Designated Speaker: Victor Wei

STAFF RECOMMENDATION

- (1) *That the list of proposed road safety improvement projects, as described in the staff report titled **ICBC-City of Richmond Road Improvement Program – Proposed Projects for 2015**, dated January 23, 2015, be endorsed for submission to the ICBC 2015 Road Improvement Program for consideration of cost sharing funding; and*
- (2) *That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development, be authorized to negotiate and execute the cost-share agreements, and the 2015 Capital Plan and 5-Year (2015-2019) Financial Plan be amended accordingly.*



Pg. # ITEM

4. **REGIONAL TRANSPORTATION MANAGEMENT CENTRE –
TRAFFIC DATA SHARING WITH RICHMOND**

(File Ref. No. 01-0150-20-THIG1) (REDMS No. 4474516 v. 2)

PWT-34

[See Page PWT-34 for full report](#)

Designated Speaker: Victor Wei

STAFF RECOMMENDATION

That the staff report titled Regional Transportation Management Centre – Traffic Data Sharing with Richmond, dated January 23, 2015, from the Director, Transportation, regarding the exchange of image, video and traffic data with the Ministry of Transportation & Infrastructure in support of a regional transportation management system to effectively manage traffic operations on key roadways in Richmond as part of the Metro Vancouver area be received for information.

☐

5. **MANAGER'S REPORT**

ADJOURNMENT

☐



Public Works & Transportation Committee

Date: Wednesday, January 21, 2015

Place: Anderson Room
Richmond City Hall

Present: Councillor Chak Au, Chair
Councillor Harold Steves
Councillor Derek Dang
Councillor Ken Johnston
Councillor Alexa Loo
Mayor Malcolm Brodie

Call to Order: The Chair called the meeting to order at 4:00 p.m.

It was moved and seconded

That the order of the agenda be varied to consider Item No. 6 first.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, December 17, 2014, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, February 18, 2015, (tentative date) at 4:00 p.m. in the Anderson Room

Public Works & Transportation Committee
Wednesday, January 21, 2015

**6. MULTI-FAMILY FOOD SCRAPS/ORGANICS RECYCLING AND
OPTIONAL SOLID WASTE COLLECTION SERVICES**

(File Ref. No. 10-6370-10-05) (REDMS No. 4474107)

In reply to queries from Committee, Suzanne Bycraft, Manager, Fleet and Environmental Programs, commented on food scraps and organics processing post-collection by Harvest Power, and noted that collected materials are only tested for compliance with provincial regulations.

In reply to further queries from Committee, Tom Stewart, Director, Public Works, advised that staff are examining alternate opportunities to use compost soil as there has been little interest from the farming community; also, he noted that a memorandum to Council on compost soil is forthcoming.

Discussion took place regarding the proposed multi-family food scraps / organics recycling and optional solid waste collection services by the City and Ms. Bycraft provided the following information:

- staff believe that the City's service will be both competitive and reasonable when compared to that of private providers';
- it is difficult to calculate what strata occupants pay for garbage collection services as these fees are incorporated in their strata fees;
- multi-family dwellings may opt out of the City's proposed garbage collection service; and
- staff are prepared to work with the commercial sector with regard to Green Carts; although the pilot program generated lower than anticipated uptake from commercial entities, this may change as a result of the organics ban.

In response to comments from Committee, Ms. Bycraft reviewed the proposed multi-family food scraps / organics recycling and optional solid waste collection services by the City, noting that (i) the City's contractor will carry out said services, (ii) food scraps / organics collection will be implemented for all multi-family dwellings, (iii) multi-family dwellings may opt into garbage with large item collection through the City, (iv) multi-family dwellings may also opt into cardboard collection through the City, and (v) multi-family dwellings may opt out of the City's food scraps / organics recycling program if they can demonstrate that they have comparable service through a private provider.

Ms. Bycraft stated that she anticipates a 40% intake from multi-family dwellings for optional garbage with large item collection service through the City, and was of the opinion that limited multi-family dwellings will opt out of the City's food scraps / organics recycling program. She spoke of large item collection service for multi-family dwellings, noting that the service will mirror that of the one currently provided to single-family dwellings.

Public Works & Transportation Committee
Wednesday, January 21, 2015

Also, Ms. Bycraft spoke on the size of the Garbage Carts for those opting in for the City service, noting that their footprint is smaller than most dumpsters and they will be placed in areas where they will not have to be relocated for collection.

It was moved and seconded

- (1) That a food scraps/organics recycling collection service program be implemented for all multi-family dwellings as outlined in the staff report dated January 6, 2015 from the Director, Public Works;*
- (2) That solid waste collection services including garbage with large item collection, and cardboard collection be implemented for all multi-family dwellings on an opt-in basis as outlined in the staff report dated January 6, 2015 from the Director, Public Works;*
- (3) That the Chief Administrative Office and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services to implement, service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, kitchen containers and related items associated with the services outlined in Items 1 and 2, above;*
- (4) That an amendment to the City's Five Year Financial Plan (2015 – 2019) to include:*
 - (a) capital costs of \$700,000 (funded from the City's general solid waste and recycling provision); and*
 - (b) operating costs of \$1,212,500 in 2015 with amounts not recovered via rates in 2015 funded from the City's general solid waste and recycling provision,**be approved; and*
- (5) That Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9204, be introduced and given first, second and third reading.*

CARRIED

Mayor Brodie left the meeting (4:15 p.m.) and did not return.

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PLANNING & DEVELOPMENT DEPARTMENT

1. RICHMOND ACTIVE TRANSPORTATION COMMITTEE – PROPOSED 2015 INITIATIVES

(File Ref. No. 01-0100-20-RCYC1) (REDMS No. 4440485)

It was moved and seconded

- (1) That the proposed 2015 initiatives of the Richmond Active Transportation Committee, as described in the staff report titled Richmond Active Transportation Committee – Proposed 2015 Initiatives dated December 11, 2014 from the Director, Transportation, be endorsed; and*
- (2) That a copy of the staff report titled Richmond Active Transportation Committee – Proposed 2015 Initiatives dated December 11, 2014 from the Director, Transportation be forwarded to the Richmond Council-School Board Liaison Committee for information.*

CARRIED

2. TRAFFIC SAFETY ADVISORY COMMITTEE – PROPOSED 2015 INITIATIVES

(File Ref. No. 01-0100-30-TSAD1-01) (REDMS No. 4464936)

In reply to queries from Committee, Victor Wei, Director, Transportation, spoke on the pilot traffic calming measure utilizing pedestrian zone markers and the following information was noted:

- staff will conduct a before and after speed study to evaluate the effectiveness of pedestrian zone markers;
- approximately two to three pilot studies will be conducted prior to reporting back to Council on the effectiveness of pedestrian zone markers;
- pedestrian zone markers are not suitable for use on arterial roads due to their permitted speeds and the volume of vehicles they experience; and
- pedestrian zone markers are more economical than speed humps.

In response to comments regarding traffic safety in Burkeville, Mr. Wei advised that traffic calming measures and stop signs have been installed at various intersections. Also, Mr. Wei noted that pedestrian safety statistics have remained relatively static over the past five years.

It was moved and seconded

- (1) That the proposed 2015 initiatives for the Traffic Safety Advisory Committee, as outlined in the staff report titled Traffic Safety Advisory Committee – Proposed 2015 Initiatives, dated December 23, 2014, from the Director, Transportation, be endorsed; and*

4.

Public Works & Transportation Committee
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- (2) *That a copy of the staff report titled Traffic Safety Advisory Committee – Proposed 2015 Initiatives, dated December 23, 2014, from the Director, Transportation be forwarded to the Richmond Council-School Board Liaison Committee for information.*

CARRIED

ENGINEERING & PUBLIC WORKS DEPARTMENT

3. DESIGN CONCEPT – NO. 2 ROAD NORTH DRAINAGE PUMP STATION UPGRADE

(File Ref. No. 10-6340-20-P.14306) (REDMS No. 4465923)

In reply to queries from Committee, Milton Chan, Manager, Engineering Design and Construction, advised that, through the City's capital program, it is anticipated that one pump station be upgraded annually. Also, Mr. Chan noted that the design life of a pump station is approximately 50 to 75 years.

It was moved and seconded

That the design concept for the No. 2 Road North Drainage Pump Station Upgrade be endorsed.

CARRIED

4. AMENDMENT BYLAWS FOR WATER AND SEWER

(File Ref. No. 10-6060-01; 12-8060-20-009202, 12-8060-20-009203) (REDMS No. 4458121)

It was moved and seconded

- (1) *That Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9202 be introduced and given first, second, and third readings; and*

- (2) *That Drainage, Dyke and Sanitary Sewer Bylaw No. 7551, Amendment Bylaw No. 9203 be introduced and given first, second, and third readings.*

CARRIED

5. MUNICIPAL ACCESS AGREEMENT WITH LULU ISLAND ENERGY COMPANY INC.

(File Ref. No. 10-6600-10-01) (REDMS No. 4399965)

It was moved and seconded

That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Municipal Access Agreement between the City and Lulu Island Energy Company Inc., a fully owned City corporation, containing the material terms and conditions set out in the staff report titled Municipal Access Agreement with Lulu Island Energy Company Inc. dated December 22, 2014, from the Director, Engineering.

CARRIED

5.

Public Works & Transportation Committee
Wednesday, January 21, 2015

6. **MULTI-FAMILY FOOD SCRAPS/ORGANICS RECYCLING AND
OPTIONAL SOLID WASTE COLLECTION SERVICES**

(File Ref. No. 10-6370-10-05) (REDMS No. 4474107)

Please see Page 2 for action on this matter.

7. **MANAGER'S REPORT**

(i) District Energy Initiatives

John Irving, Director, Engineering, commented on Phase 3 of the Alexandra District Energy Utility, noting that construction activity will commence in the near future. Also, he advised that, in partnership with Corix Utilities Inc., works on the River Green District Energy Utility are advancing.

(ii) Steveston Waterfront

Discussion ensued and renderings of the Steveston waterfront were distributed (attached to and forming part of these Minutes as Schedule 1). In reply to queries from Committee, Mr. Irving advised that staff are in discussions with the Provincial Government with regard to the property rights of Shady Island (Steveston Island) and an update on the matter is forthcoming.

Discussion further took place regarding water lots along Steveston's waterfront and in particular at Imperial Landing. As a result, the following **referral** was introduced:

It was moved and seconded

That staff identify all the waterfront land owned by the City, including dikes around Richmond and adjacent water lots, and, where there are red zones, identify the extent of the red zones and report back.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:32 p.m.).

CARRIED

Public Works & Transportation Committee
Wednesday, January 21, 2015

Certified a true and correct copy of the Minutes of the meeting of the Public Works & Transportation Committee of the Council of the City of Richmond held on Wednesday, January 21, 2015.

Councillor Chak Au
Chair

Hanieh Berg
Committee Clerk



FEATURE KEY

- 1.5M WIDE DRIVE ON FLOATING WHARF
- 30M WIDE DREDGE/TE PLACED MATERIAL
- LARGE VESSEL FLOATING WHARF
- FLOATING ADMINISTRATION BUILDING
- HARBOUR ENTRANCE TRAINING WALL
- HABITAT LAGOON
- PUBLIC BEACH
- ARCHITECTURAL LIGHT HOUSE
- ROCK RIP RAP SIDE SLOPE ENTRANCE
- FISH AUCTION BUILDING

[illegible]

FEATURE KEY

- TIDAL FLAT MARSH
- ROCK TRAINING WALL
- TIDAL FISH PASSAGE
- SHEAR BOOM REPLACEMENT PROMENADE
- BENEFICIAL USE OF COARSE SAND DREDGE/ATE LOCATION
- TIDAL ACCESS
- EXISTING DEBRIS SHEAR BOOM

A B C D E F G



STEVESTON SITE AERIAL



PWT - 12

DATE	2009
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STEVESTON COMMUNITY FISHING HARBOUR -
LONG TERM DEVELOPMENT PLAN

L.02

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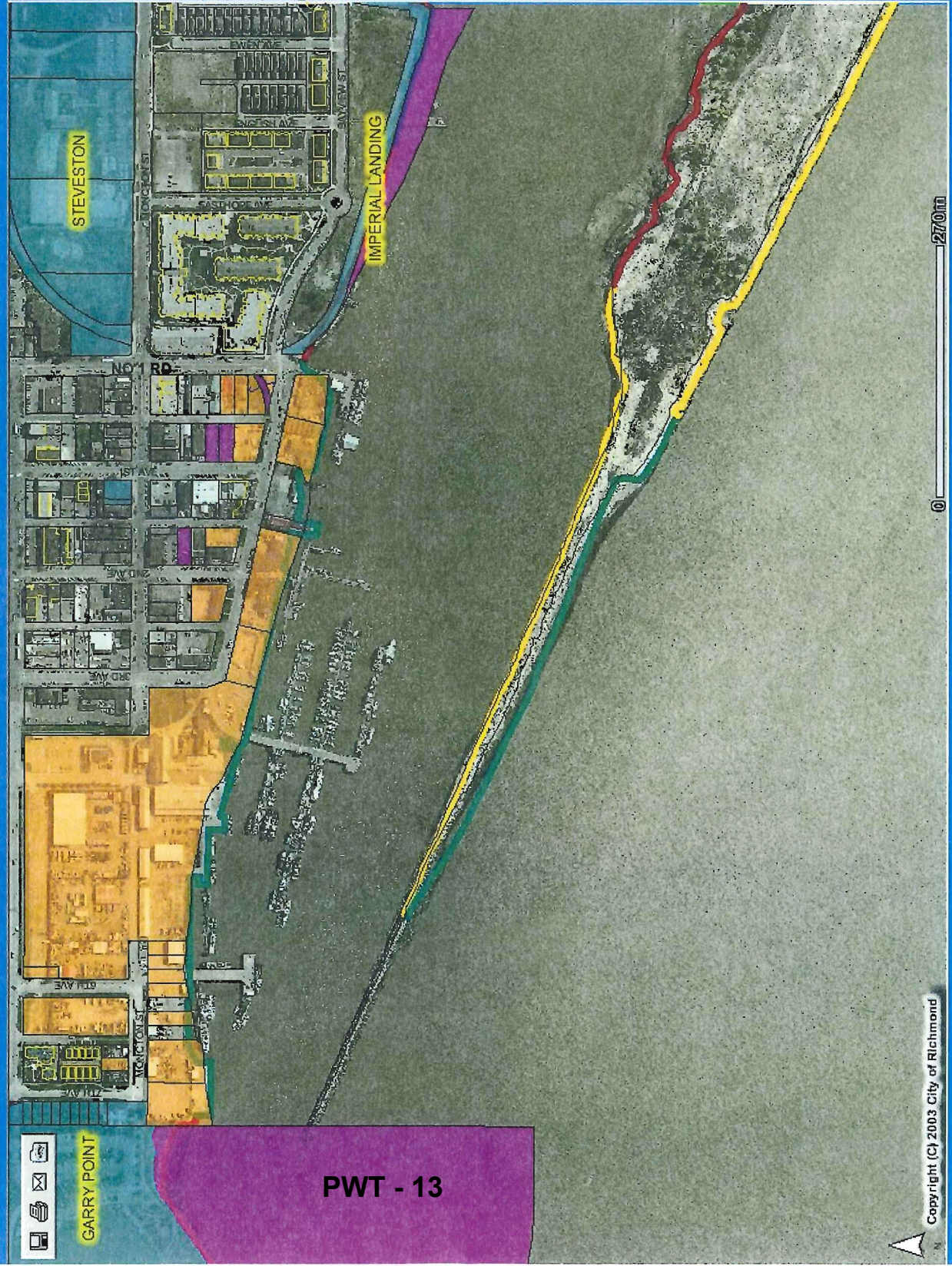
WHAT'S NEW?
 HELP
 COMMENTS

Cursor will: Zoom In

Active Layer: **Government Owned Properties**

Search by:
 Services Layers Legend

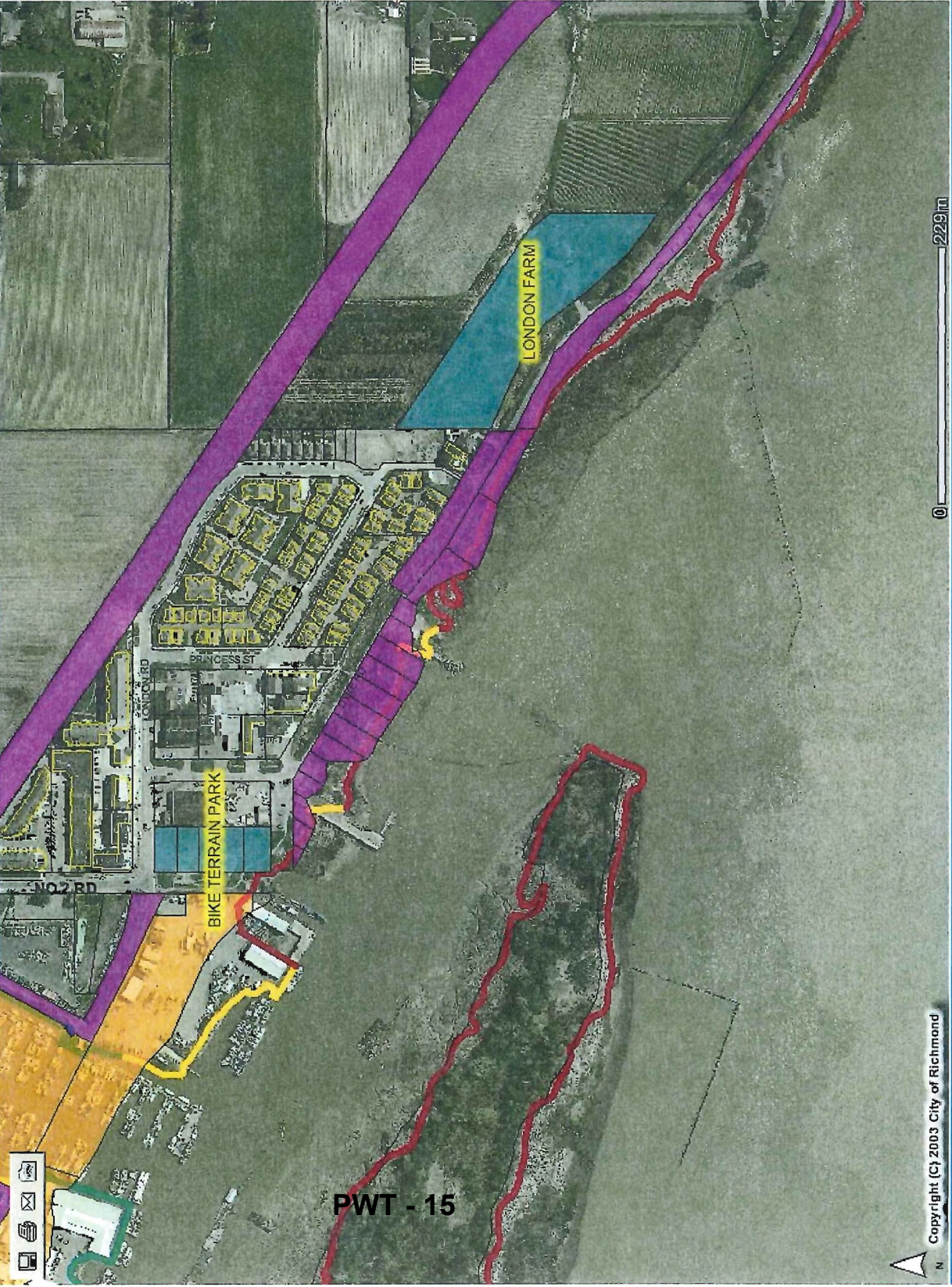
- Legend**
- PROPERTY**
- Air Parcel
 - Parcel
 - Strata
 - Property Links
 - City Hall
 - Parks and Open Spaces
 - Government Owned Properties
 - Federal
 - GM/DC
 - Richmond
- FREMP Habitat Classification**
- Green Coded Habitat: Low Productivity
 - Red Coded Habitat: High Productivity
 - Yellow Coded Habitat: Moderate Productivity
 - Aerial Photo (April 2009)



2009

Zoom In Zoom Out Zoom In / Out to: Pan Last View Max View Overv. Map Print
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Legend

PROPERTY

- As of Parcel
- Parcel
- Service

Property Links

- City Hall
- Parks and Open Spaces
- Government Owned Properties

Features

- Freeway
- Highway
- Provincial
- Regional

FREMP Habitat Classification

- Green/Coastal Habitat/Low Productivity
- Red/Coastal Habitat/High Productivity
- Yellow/Coastal Habitat/Moderate Productivity
- Aerial Photo (April 2003)

2009

character areas



Steveston Public Dock



Britannia Heritage Shipyard



No. 2 Road Pier: fish float and dock



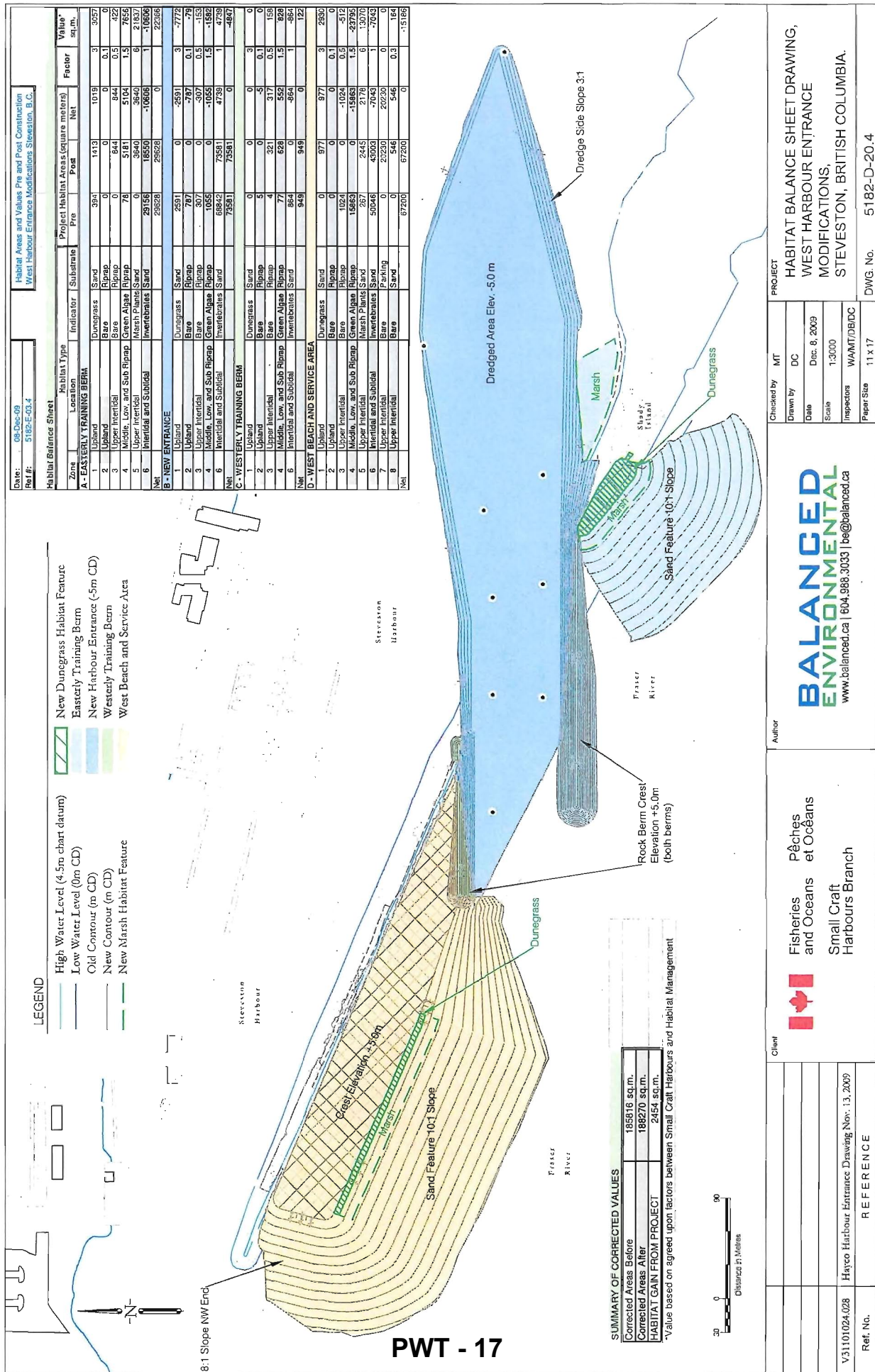
Fishing along the South Arm Conservation Island



Residential development with trail connections along South Dyke



View of marsh along the South Dyke Trail and Fraser River South Arm



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2009



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: January 9, 2015

From: John Irving, P. Eng., MPA
Director, Engineering

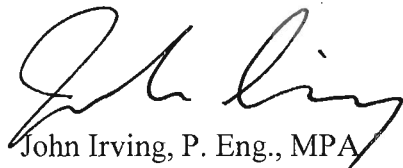
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John McGowan
Fire Chief, Richmond Fire-Rescue

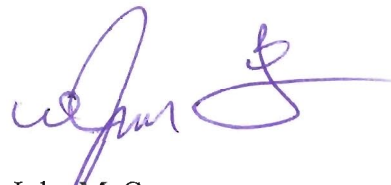
Re: Brighthouse Fire Hall No. 1 – Council Project Update

Staff Recommendation



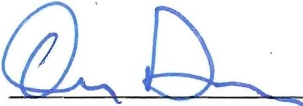
That the staff report titled, Brighthouse Fire Hall No. 1 – Council Project Update, from the Director, Engineering and Fire Chief, Richmond Fire-Rescue, be received for information.



John Irving, P. Eng., MPA
Director, Engineering
(604-276-4140)
Att. 2



John McGowan
Fire Chief, Richmond Fire-Rescue
(604-303-2734)

REPORT CONCURRENCE		
ROUTED TO: Development Applications	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

On June 24, 2013 Council approved the Major Facilities Phase I projects, which included the Minoru Aquatic Centre/Older Adults Centre, Fire Hall No. 1 and the City Centre Community Centre. Council approved \$22.3 million plus a multi-project contingency to construct a new Fire Hall No. 1 as part of the 2014 Capital Program. Subsequently, Council approved the Program Space Allocation on July 28, 2014 and Floor Plan and Preliminary Form/Character on October 27, 2014.

The purpose of this report is to update Council on the progress of the detailed design and upcoming milestones, including construction.

Analysis

Update on Design Development

The total space identified for Fire Hall No. 1, as adopted by Council in July 2014, is 24,900 square feet, with a budget of \$22.3 million plus a multi-project contingency. Any addition to the program will require an increase in the project budget.

Since Council endorsed the floor plans and preliminary form/character in October 2014, the design team has worked to develop and refine the plans and address comments received from Council and various stakeholders. In particular, the design team updated the proposed form/character to be less institutional and more complimentary to the surrounding park and adjacent Minoru Major Facility. The updated form/character design is included as Attachment 1.

The updated form/character design package was presented to the City's Advisory Design Panel (ADP) on January 21, 2015 and in general positive comments were received; in particular, for the sustainable building design and for capturing a clear fire hall identity with architecture that is complementary to the proposed Minoru Complex design and Minoru Park. Opportunities that were suggested included:

- The design team investigate alternative fencing and wall treatments adjacent to Minoru Park and along Granville Avenue to provide the public with opportunities to safely view fire training operations.
- Investigate the use of the emergency generator to supplement backup energy needs at the Minoru Complex. Staff will consider these opportunities and incorporate them into the design where it makes sense.

Staff will consider these opportunities and incorporate them into the design as appropriate.

Public Art remains an important component of the Fire Hall No. 1 project. To this end Dan Webb was selected through the Public Art Selection Panel. Public art opportunities have and will continue to be coordinated with the design. The Public art team will work together with the

project team to ensure that the schedule is maintained and that the integrated art piece is appropriate.

The Fire Hall No. 1 project remains on the schedule (Attachment 2) and on budget as approved by Council.

Sustainability

The project is targeting LEED® Gold certification as per the City's High Performance Building Policy. Efficient systems are being designed that will minimize water use, energy use, maintenance, operational costs and greenhouse gas emissions, as well as optimize indoor air quality; all without negatively impacting fire hall operation.

Some of the areas being targeted are:

- Reduce energy use by 40% by using a robust building envelope and heat recovery system
- Install high efficiency LED light fixtures that dim during the day
- Install an electric vehicle charging station
- Use recycled water for landscape irrigation
- Install photovoltaic panels for onsite renewable energy
- Establish a thorough construction waste management plan

Next Steps

Once the detailed design is complete, staff will proceed with construction documents. This is a process by which all the building components, materials, colours and systems are fully coordinated and specified in order to allow the Construction Manager to prepare bid packages for trades. The Construction documents include all of the information necessary to construct the building and will also be used to obtain building permits.

Public consultation and coordination with the Minoru Complex will be continuous through the construction process. The next public open house is anticipated to be held in late March/early April as part of the City's annual Capital Works Open House.

Financial Impact

None.

Conclusion

Staff proceeded with design development of Brighthouse Fire Hall No. 1 following Council adoption of the floor plan and preliminary form/character. The next steps are to proceed with construction documents, followed by construction tendering.

January 9, 2015

- 4 -

Jim V. Young

Jim V. Young, P. Eng.
Senior Manager, Project Development
(604-247-4610)

Kim Howell

Kim Howell
Deputy Fire Chief, Richmond Fire-Rescue
(604-303-2762)

JVY:tv

- Att. 1: Brighthouse Fire Hall No. 1 Form and Character
2: Brighthouse Fire Hall No. 1 Project Schedule

Exterior Perspective



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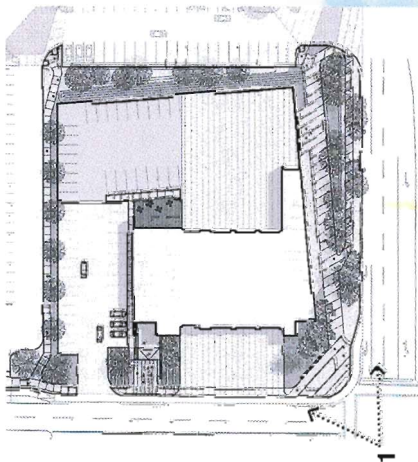
HCMA

Exterior Perspective



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Fire Hall No. 1: Perspective



Key Plan

PWT - 24



Attachment 2**BRIGHOUSE FIRE HALL NO. 1 PROJECT SCHEDULE**

Description	Start	Finish	Status
Programming / Space Allocation	Mar 2014	Jun 2014	Complete
Council Approval Programming / Space Allocation	Jul 2014	Jul 2014	Complete
Develop Floor Plans / Form and Character	Jul 2014	Sep 2014	Complete
Council Approval Floor Plans / Form and Character	Oct 2014	Oct 2014	Complete
Develop Construction Documents	Nov 2014	Jun 2015	In Progress
Tender	Mar 2015	Aug 2015	Pending
Site Remediation	May 2015	Jul 2015	Pending
Demolition	Apr 2015	Jun 2015	Pending
Preload and Site Densification	Jul 2015	Aug 2015	Pending
Construction	Sep 2015	Mar 2017	Pending



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** January 26, 2015
From: Tom Stewart, ASCT.
Director, Public Works **File:** 02-0780-01/2015-Vol
01
Re: Review of Hired Trucking/Hired Equipment Engagement Process

Staff Recommendation

That the staff report titled "Hired Trucking/Hired Equipment Engagement Process", dated January 26, 2015, from the Director, Public Works Operations, be received for information.

Tom Stewart, ASCT.
Director, Public Works
(604-233-3301)

REPORT CONCURRENCE		
ROUTED TO: Purchasing	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The City has internal processes for managing hired trucking and equipment services. Hired trucking services (i.e. the hiring of dump trucks on an as-needed basis) are managed by an administrative procedure that uses a list of long-standing service providers. Hired equipment services (for equipment such as backhoes, excavators, bobcats, flail mowers, asphalt cutting equipment, etc.) are retained through competitive marketplace. In some cases, separate competitive bids may be solicited for designated specialty equipment (i.e., gradalls).

Over the past couple of years, performance and site safety issues related to hired truck and/or equipment have highlighted gaps in the City's hiring practices, particularly as WorkSafe procedures have involved.

Staff are undertaking a review of current processes to ensure issues such as flexibility to meet City operational requirements, limiting the City's liability exposure and, in particular, vendor performance are adequately reflected in the terms and conditions of the contract arrangement.

This report provides an update on the staff review for Council's information.

Analysis

Background

Fleet Operations and Purchasing/Finance jointly administer hired trucking and equipment services. Fleet Operations manages the day-to-day hiring of various contracted equipment through a central dispatching function based on operational requirements. This centralized approach ensures that appropriate and consistent hiring practices are used. In some cases, departments hire equipment contractors directly (i.e., for specialty equipment needs, etc.). Purchasing manages the contractor engagement process, including the administration of the competitive marketplace bid process and the preparation of service contracts. Vendors are paid by the City based on completion of a daily 'hired equipment ticket', which is reviewed and verified by operational supervisors based on hours worked.

While the City has a base fleet of its own dump trucks and equipment, the hired truck and hired equipment service contracts are designed to accommodate specialty equipment needs and trucking/equipment needs beyond the City's base fleet level.

A general overview of the contract arrangements is outlined below:

Hired Trucks/Equipment

Hired dump trucks and equipment are retained to support various capital, maintenance and receivable projects.

Key terms under the hired trucking administrative procedure include:

- The hire list is currently based on seniority, with the longest-standing service providers having top positions on the list. Trucks are hired by call out starting at the

top of the list each day until the daily quota/requirement is met. Long-standing contractors naturally have the most seniority and therefore, receive the majority of the City's business. Seniority position is only impacted if a service provider is not regularly available to the City (not a common occurrence).

- Additional interested service providers are added to the list based on the date of their applications. These service providers are retained much less frequently than those with higher seniority on the list.

In relation to hired equipment, costs may be tendered on an hourly basis or through rates established by the City, as best suits the particular circumstances and market conditions.

Purpose of Review

While the existing processes have served the City well, there are challenges encountered from time to time with issues such as ensuring required contractor documentation is current and valid. In dealing with these challenges, oversights can occur due to the current process which places the onus on the City to initiate and verify contractor documentation. There have also been instances where contractor performance and/or operating practices have not met the City's expectations or WorkSafe requirements. In dealing with performance issues, on occasion, staff have encountered operational challenges in dealing with certain contractors. Further, the administrative procedure used for hired trucks has been in place since 2000 and requires updating to current requirements and standards.

To address the challenges noted, staff are reviewing the current process for each service arrangement to incorporate key aspects including:

1. Performance Evaluation: This would encompass a documented performance system for both hired truck and equipment service providers, including a regular evaluation of each service provider. Issues such as punctuality, operator competency, equipment condition, job site support, attitude, knowledge of City operations, turnaround times, cooperation/assistance with on-site crew, ability to communicate effectively, compliance with safety and legislative requirements would be measured.

Performance will be incorporated as a key factor in determining an individual company's position status with the City. For example, those higher performing contractors will get greater work opportunities with the City versus those with greater seniority but lower performance.

2. Documentation Requirements: The onus would shift to the individual service provider to initiate and provide annual documentation to the City in order to maintain status with the City. Under current conditions, the onus resides on the City to seek out documentation annually from service providers. Documentation requirements would include items such as company ownership details, a full listing of drivers/operators along with appropriate certifications and detailed experience for the work performed. Other key items such as required insurance coverage, WorkSafe and other certifications to ensure liability protection for the City must also be provided and validated by the City.

Language ensuring flexibility for the City to verify and dismiss service providers in situations where contractors fail to provide the information by the established timeframes and/or in situations where false or misleading information is provided to the City would also be included.

3. Operational Effectiveness: The City may include requirements for installation of global positioning systems for access by the City for electronic dispatching purposes. Language to incorporate flexibility in hiring service providers based on skill sets, knowledge and experience suitable to the work performed will also be included. Other items to incorporate greater flexibility for the City to discontinue the engagement, such as where an accident occurs, where an unacceptable driver/operator is provided, or where liability concerns exist, will also be incorporated.

Fleet and Purchasing staff will work to incorporate the above into updated terms and conditions for the hired truck/equipment processes. As part of this, staff will undertake to advise the City's existing service providers of the intended changes through general discussions. Any feedback or beneficial suggestions received through that consultation may also be incorporated as part of the update process.

Financial Impact

None.

Conclusion

Staff are undertaking a review and revision to the existing City processes for hired trucking and equipment services. The purpose is to ensure that processes reflect updated requirements, including the enhancement of contractor responsibility, incorporation of greater flexibility for the City to effectively address contractor non-compliance and performance concerns, limitation of the City's liability exposure, and the development an overall performance-based approach in management of the contractual relationship.

Stakeholders, including current contractors, will be informed and advised as the review progresses. The review will result in processes which ensure overall compliance with the City's Procurement Policy 3104.



Suzanne Bycraft
Manager, Fleet & Environmental Programs
(604-233-3338)



City of Richmond

Report to Committee

To: Public Works and Transportation Committee
From: Victor Wei, P. Eng.
Director, Transportation
Date: January 23, 2015
File: 01-0150-20-ICBC1-
01/2015-Vol 01
Re: ICBC-City of Richmond *Road Improvement Program – Proposed Projects for 2015*

Staff Recommendation

1. That the list of proposed road safety improvement projects, as described in the staff report, be endorsed for submission to the ICBC 2015 *Road Improvement Program* for consideration of cost sharing funding.
2. That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to negotiate and execute the cost-share agreements, and the 2015 Capital Plan and 5-Year (2015-2019) Financial Plan be amended accordingly.

Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the March 24, 2014 Council meeting, Council endorsed a number of proposed joint ICBC-City of Richmond road safety improvement projects for 2014. This report summarizes the projects implemented in 2014 with funding from ICBC and presents a list of projects proposed to be implemented with funding contributions from ICBC as part of the 2015 ICBC-City of Richmond *Road Improvement Program* partnership.

Analysis

The City has been in partnership with ICBC in the *Road Improvement Program* since 1994. This partnership is a vital component of the City's traffic safety program as it enables the City not only to undertake more traffic safety enhancements than it could alone, but also to expedite some of these road safety improvement projects. Each year, a list of potential eligible capital projects is developed for inclusion in the *Road Improvement Program* based on community requests and input from the Traffic Safety Advisory Committee and other stakeholders.

2014 ICBC/City of Richmond Road Improvement Projects

As shown in Table 1 below, a number of City projects substantially completed in 2014 will receive a total of \$58,000 in funding from ICBC's 2014 *Road Improvement Program*.

Table 1: 2014 Road Improvement Projects receiving ICBC Funding

Location	Project Description	ICBC Contribution
<ul style="list-style-type: none"> Francis Road-Ash Street 8000-block St Albans Road 7400-block River Road 8200-block No. 5 Road Williams Road-Freshwater Drive Steveston Highway-Bonavista Gate 	Installation of special crosswalk	\$5,000 \$7,000 \$8,000 \$8,000 \$7,000 \$8,000
Granville Avenue: Ash Street-entrance to Garden City Park	Parkside Bikeway: construction of multi-use pathway on north side	\$5,000
Westminster Hwy: Fraserside Gate-Smith Cr	Minor shoulder widening to create walkway separated by extruded curb	\$5,000
<ul style="list-style-type: none"> Cambie Road-Stolberg Street Russ Baker Way-Miller Road 	Installation of UPS (Uninterrupted Power Supply) for traffic signals	\$2,500 \$2,500
Total		\$58,000

Proposed 2015 ICBC-City of Richmond Road Improvement Projects

Attachment 1 identifies a range of projects proposed for submission to the 2015 *Road Improvement Program* for funding contribution from ICBC that would provide benefits for all road users (i.e., motorists, cyclists, pedestrians, transit users). In continued support of one of Richmond RCMP's key community objectives to increase pedestrian safety and reduce fatalities and injuries, a majority of the proposed projects focus on pedestrian-related improvements, particularly at intersections, including six special crosswalks, seven pedestrian signals on high volume arterial roadways, a neighbourhood walkway, and a sidewalk in the City Centre. The total estimated cost of these pedestrian-related projects is \$1.5 million.

ICBC's potential funding contribution to these projects will be determined by historical traffic crash rates at these locations and the estimated reduction in ICBC claim costs resulting from the proposed traffic safety improvements as well as eligibility of the project vis-à-vis the funding guidelines. The outcome of ICBC's review of the projects will be reported back as part of 2016 ICBC *Road Improvement Program*.

Upon approval of a project by ICBC, the City would be required to enter into a funding agreement with ICBC. The agreement is provided by ICBC and generally includes an indemnity in favour of ICBC. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements for approved projects and the 2015 Capital Plan and 5-Year (2015-2019) Financial Plan be amended accordingly to reflect the receipt of external grants.

Financial Impact

None.

As indicated in Attachment 1, the funding sources for the City's portion of the costs of the projects have either been previously approved by Council or will be considered as part of the 2015 Capital Budget process. Several of the identified projects have additional external grants either approved or pending approval from other agencies such as TransLink. Should any submitted projects receive funding from ICBC, the City's portion of the total capital cost would be reduced accordingly.

Conclusion

ICBC is a significant long-time partner working with the City to promote traffic safety in Richmond. The traffic safety initiatives jointly implemented by ICBC and the City, including various road and traffic management enhancements, educational efforts and enforcement measures, have resulted in safer streets for all road users in Richmond. Therefore, staff recommend that Council endorse the various local road safety improvement projects for submission to the 2015 joint ICBC-City of Richmond *Road Improvement Program*.



Joan Caravan
Transportation Planner
(604-276-4035)

Att. 1: Proposed 2015 City-ICBC Road Improvement Projects

Proposed 2015 City-ICBC Road Improvement Projects

Proposed 2015 ICBC-City of Richmond Road Improvement Program Projects	Estimated Total Cost	Source & Amount of City Funds ⁽¹⁾		External Agency Funding ⁽²⁾
Installation of advance left-turn arrows ⁽³⁾ : <ul style="list-style-type: none"> WB Cook Road to SB No. 3 Road NB Garden City Rd to WB Cook Road SB No. 3 Road to EB Park Road Other locations to be determined⁽⁵⁾ 	\$50,000 \$40,000 \$50,000 \$140,000	2015 Traffic Signal Program	\$70,000	\$70,000 TransLink (pending)
Traffic calming measures in various locations pending results of traffic studies ⁽⁴⁾ Installation of pedestrian zone markers pending results of traffic studies ⁽⁴⁾ : <ul style="list-style-type: none"> Azure Blvd school zone fronting Brighthouse Elementary School Cook Road school zone fronting Cook Elementary School 	\$350,000	2015 Traffic Calming Program	\$350,000	-
Installation of special crosswalks: <ul style="list-style-type: none"> Granville Ave-McCallan Road Chatham Street-1st Avenue Railway Avenue-Hollymount Gate Shell Road-Bird Road No. 4 Road-Dayton Road Elmbridge Way-WorkSafeBC Entrance Other locations to be determined⁽⁵⁾ 	\$55,000 \$55,000 \$55,000 \$55,000 \$55,000 \$55,000 \$330,000	2015 Special Crosswalk Program	\$302,500	\$27,500 TransLink (confirmed)
Installation of pedestrian signals: <ul style="list-style-type: none"> Francis Road-St Albans Road Kwantlen Street-Kwantlen University Westminster Hwy-McCallan Road Blundell Road-Ash Street No. 2 Road-Colville Road No. 1 Road-Regent Street Gilbert Road-Lucas Road Other locations to be determined⁽⁵⁾ 	\$82,000 \$137,000 \$120,000 \$120,000 \$120,000 \$120,000 \$120,000 \$819,000	2013 Traffic Signal Program 2014 Traffic Signal Program 2015 Traffic Signal Program 2014 Active Transportation Program 2015 Active Transportation Program	\$82,000 \$72,000 \$120,000 \$180,000 \$60,000	\$180,000 TransLink (confirmed) \$60,000 TranLink (pending) \$65,000 Kwantlen Polytechnic University (confirmed)
Installation of full traffic signal: <ul style="list-style-type: none"> No. 2 Road-Blundell Centre Entrance Other locations to be determined⁽⁵⁾ 	\$60,000	2015 Traffic Signal Program	\$10,000	\$50,000 Developer Contribution (confirmed)
Synchro Traffic Signal Program Upgrade: Upgrade of signal controllers and City's traffic management system	\$180,000	2015 Traffic Signal Program	\$90,000	\$90,000 TransLink (pending)
Video detection cameras & controllers: <ul style="list-style-type: none"> Locations to be determined 	\$125,000	2015 Traffic Signal Program	\$125,000	-
Extension of Lansdowne Road: Minoru Blvd-Alderbridge Way	\$3,000,000	2012-2013 Capital Project	\$3,000,000	-
Crosstown Neighbourhood Bike Route: paved pathway connection through Blundell Park between Danube Road and Lucas Rd	\$300,000	2015 Active Transportation Program	\$150,000	\$150,000 TransLink (confirmed)
Construction of neighbourhood path/sidewalk: <ul style="list-style-type: none"> Shell Rd East: Williams Rd-Seahurst Rd Minoru Blvd (east side): Elmbridge Way-Alderbridge Way Other locations to be determined⁽⁵⁾ 	\$350,000 \$300,000	2015 Neighbourhood Walkway Program 2015 Arterial Roadway Improvement Program	\$350,000 \$300,000	-
Bus stop upgrade and/or construction of connecting sidewalk/pathway: <ul style="list-style-type: none"> Multiple locations city-wide 	\$151,900	2014 Pedestrian & Roadway Improvement Program 2015 Transit-Related Road Improvement Program	\$25,950 \$50,000	\$75,950 TransLink (pending)

(1) Should the submitted project receive funding from ICBC, the City's portion of the total cost would be reduced accordingly.

(2) Should the project receive funding from an external agency, the City's portion of the total cost would be reduced accordingly.

(3) These projects have also been submitted for consideration of 50-50 cost-sharing to TransLink's 2015 Transit-Related Road Infrastructure Program.

(4) Implementation is subject to consultation with and support from affected residents.

(5) Additional locations may be identified for submission to ICBC prior to its annual program deadline.



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: January 23, 2015

From: Victor Wei, P. Eng.
Director, Transportation

File: 01-0150-20-
THIG1/2015-Vol 01

Re: Regional Transportation Management Centre – Traffic Data Sharing with
Richmond

Staff Recommendation

That the staff report regarding the exchange of image, video and traffic data with the Ministry of Transportation & Infrastructure in support of a regional transportation management system to effectively manage traffic operations on key roadways in Richmond as part of the Metro Vancouver area, dated January 23, 2015, from the Director, Transportation, be received for information.

Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Information Technology	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

To maximize the value of capital investments on roadway improvements, existing infrastructure should be utilized in the most efficient manner before any further investment in new infrastructure is pursued. The use of Intelligent Transportation Systems (ITS) via continued advancement in technology to improve traffic flow, allow real-time monitoring and provide on-line and wireless up-to-date travel information for Richmond road users is one cost-effective approach to help optimize the performance of the transportation system.

With one-third of all daily trips in Richmond made to destinations outside the city¹, the provision of timely reports on local and regional traffic conditions can help travellers make smart choices. The sharing of traffic data between the City's traffic management system and the Ministry of Transportation & Infrastructure (MoTI)'s Regional Transportation Management Centre (RTMC) will benefit Richmond road users by allowing for more effective monitoring and management of traffic incidents as well as the provision of real-time information to the public.

This report summarizes the work to date, the expected benefits and future steps to be taken by both agencies to complete the data integration of the two traffic management centres.

Analysis

MoTI Regional Transportation Management Centre

The RTMC, which opened in Fall 2013, is a state-of-the-art facility that centralizes and coordinates traffic operations, incident management, special events, and post disaster response/recovery in Metro Vancouver (see Figure 1) while also providing travellers and shippers with up-to-date information on the region's major highways and transportation networks via DriveBC, which is the Ministry's on-line resource (<http://www.drivebc.com/>). The multi-modal, multi-agency facility acts as a data hub to help integrate transportation systems in the region and provides a key monitoring and response service for the rest of the provincial transportation network.



Figure 1: Inside the RTMC

Information Sharing Partnership

As a first step in the data integration process, through a technical memorandum of understanding, staff entered into a partnership with MoTI in 2014 to facilitate the exchange of traffic data as part of the implementation of MoTI's Advanced Traffic Management System (ATMS). The ATMS will integrate the Ministry's public user interface (i.e., DriveBC), webcams, advanced traveller information system (e.g., dynamic signs displaying real-time border wait times), seismic warning

¹ 2011 Metro Vancouver Regional Trip Diary Survey - Analysis Report, TransLink, February 2013.

devices, and lane control systems into one system. Once this new system is in operation, authorized personnel from both agencies will be able to view the following data streams to support the effective management and monitoring of traffic on key roads in Metro Vancouver:

- Videos and CCTV images of vehicle traffic.
- Data containing counts and volume of vehicle traffic.
- Traffic incident descriptions and locations.
- Traffic signal status and configuration information.

Each agency will also be able to update the ATMS with any new information such as planned roadway construction activities, special events, and reported road incidents in a timely manner for the benefit of the public.

Interface with MoTI Network

Integration with the RTMC will require the physical connection of the City's copper and fibre trunk cables and communications conduit networks with those of MoTI. Much of this work is planned as part of the relocation of the City's Traffic Management Centre from its current location behind Fire Hall No. 1 to the City Hall Annex in February 2015, as that move will involve considerable modification of cable networks and pulling additional MoTI cables through the same conduit shortly thereafter. Following the physical connection of the cables, the technical interface will be established via hardware and software reconfigurations. All of this work is anticipated to be completed by the end of March 2015.

Current Travel Information Provided by the City

The City currently has a network of cameras at 30 intersections that use video imaging technology to detect vehicles or bicycles for traffic signal operation. Still images from the cameras that show current traffic conditions at the intersections are available on the City's website to help the travelling public by showing where heavy traffic may be occurring, allowing motorists to avoid or minimize driving delays (see Figure 2). The images are overwritten every 60 seconds and are not recorded or stored.

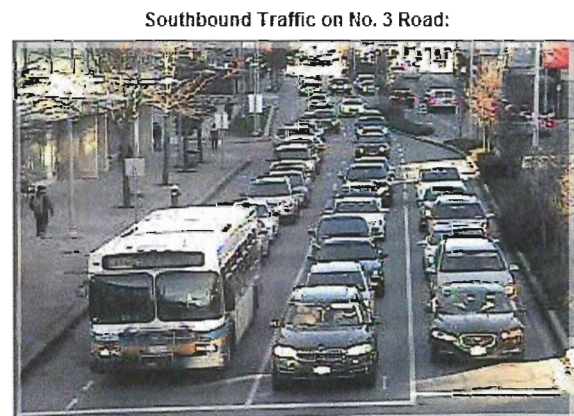


Figure 2: Sample Image of Traffic Conditions on City Website

Anticipated Benefits of Integration with RTMC

Data, video and image sharing with the RTMC would enhance the ability of the City to manage local vehicle traffic operations that may be impacted by incidents outside the City's jurisdiction as well as expand the breadth of information on current travel conditions available to residents, employees and visitors of Richmond. Richmond will be the first municipality in the Metro Vancouver region to be linked in to the ATMS and will play a leadership role in encouraging other municipalities to follow suit. More importantly, the integration will also help realize one of the City's objectives of the Official Community Plan regarding the optimization of the capacity of the transportation system (i.e., Section 8.5, Objective 3).

This shared information will also benefit emergency service providers. In addition, the RTMC exchanges incident data and video images with E-Comm 911 to enhance and optimize how emergency services respond to and manage roadway incidents. Should the City choose, the RTMC can also share Richmond's video with E-Comm 911 as well.

[illegible]

Figure 3: Current Richmond Map on DriveBC

Following the integration and a future new release of the website (anticipated within the next two years), the map would include traffic conditions on all major arterial roads in Richmond as well.

None.

Conclusion

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