



**Public Works and Transportation Committee
Electronic Meeting**

**Council Chambers, City Hall
6911 No. 3 Road
Wednesday, May 18, 2022
4:00 p.m.**

Pg. # ITEM

MINUTES

PWT-5 *Motion to adopt the **minutes** of the meeting of the Public Works and Transportation Committee held on April 20, 2022.*



NEXT COMMITTEE MEETING DATE

June 22, 2022, (tentative date) at 4:00 p.m. in Council Chambers.

PLANNING AND DEVELOPMENT DIVISION

- 1. APPLICATION TO GOVERNMENT OF CANADA ACTIVE
TRANSPORTATION FUND**
(File Ref. No. 01-0140-20-INFR1) (REDMS No. 6862702)

PWT-10

See Page PWT-10 for full report

Designated Speaker: Fred Lin

STAFF RECOMMENDATION

- (1) *That the City Centre Cycling Network Expansion application for cost-sharing as described in the attached report titled “Application to Government of Canada Active Transportation Fund” dated March 29, 2022 from the Director, Transportation, be endorsed;*
- (2) *That, should the above application be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized on behalf of the City to execute the funding agreement; and*
- (3) *That the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.*



ENGINEERING AND PUBLIC WORKS DIVISION

2. **AWARD OF CONTRACT 7214Q – ON CALL ROOFING CONTRACTOR**

(File Ref. No. 10-6000-01) (REDMS No. 6863966)

PWT-16

[See Page PWT-16 for full report](#)

Designated Speaker: Jeff Lee

STAFF RECOMMENDATION

- (1) *That Contract 7214Q – On Call Roofing Contractor be awarded to Marine Roofing and Repair Service (2003) Ltd., in the amount of \$714,010.44 for a three-year term as described in the report titled “Award of Contract 7214Q – On Call Roofing Contractor,” dated April 12, 2022 from the Director, Facilities and Project Development.*
- (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of \$1,240,125.81, as described in the report titled “Award of Contract 7214Q – On Call Roofing Contractor,” dated April 12, 2022 from the Director, Facilities and Project Development.*

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- (3) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the contract and all related documentation with Marine Roofing and Repair Service (2003) Ltd.*



3. **PUBLIC ELECTRIC VEHICLE CHARGER PROGRAM UPDATE**
(File Ref. No. 02-0780-01) (REDMS No. 6869022)

PWT-21

See Page PWT-21 for full report

Designated Speaker: Suzanne Bycraft and Peter Russell

STAFF RECOMMENDATION

That the report titled “Public Electric Vehicle Charger Program Update”, dated April 14, 2022, from the Director, Sustainability and District Energy and the Director, Public Works Operations, be received for information.



4. **CHANGE ORDER APPROVAL - CONTRACT 6503P – EV CHARGING INFRASTRUCTURE AND MANAGEMENT PROVIDER**
(File Ref. No. 02-0780-01) (REDMS No. 6871147)

PWT-30

See Page PWT-30 for full report

Designated Speaker: Suzanne Bycraft

STAFF RECOMMENDATION

That staff be authorized to issue a change order to increase the value of the current contract between the City of Richmond and Foreseeson Technology by \$2,290,663 bringing the new contract value to \$3,796,985 over the initial five-year contract term as detailed in the staff report titled “Change Order Approval – Contract 6503P – EV Charging Infrastructure and Management Provider”, dated April 14, 2022, from the Director, Public Works Operations.



5. **MANAGER’S REPORT**

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ITEM

ADJOURNMENT





Public Works and Transportation Committee

Date: Wednesday, April 20, 2022

Place: Council Chambers
Richmond City Hall

Present: Councillor Chak Au, Chair
Councillor Alexa Loo (by teleconference)
Councillor Andy Hobbs
Councillor Linda McPhail (by teleconference)
Councillor Michael Wolfe (by teleconference)

Also Present: Councillor Carol Day
Councillor Bill McNulty (by teleconference)
Councillor Harold Steves

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works and Transportation Committee held on March 23, 2022, be adopted as circulated.

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

1. **2022 NATIONAL PUBLIC WORKS WEEK - MAY 15 TO 21, 2022**
(File Ref. No. 10-6000-00) (REDMS No. 6858261)

In reply to a query from the Committee, staff advised that they are considering opportunities for in-person events to be held in the fall of 2022.

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It was moved and seconded

That the staff 2022 campaign theme to recognize National Public Works Week as outlined in the staff report titled “2022 National Public Works Week - May 15 to 21, 2022”, dated March 14, 2022, from the Director, Public Works Operations, be received for information.

CARRIED

2. RECYCLING AND SOLID WASTE MANAGEMENT – REPORT 2021: RETHINK WASTE TO SUPPORT A CIRCULAR ECONOMY

(File Ref. No. 10-6370-01) (REDMS No. 6858841)

In reply to queries from the Committee, staff advised (i) the Sustainability Unit will be requested to promote the use of rodenticide in all commercial units, (ii) Council will be advised when an alternative for the Seabins has been secured, (iii) Council will be consulted regarding ways to ensure drywall collection is tracked by address, (iv) materials illegally dumped on farmland are generally removed within 48 hours, and (v) Richmond Shares will be contacted to determine their needs and to inform of resources available to them.

It was moved and seconded

- (1) *That the report titled, “Recycling and Solid Waste Management – Report 2021: Rethink Waste to Support a Circular Economy”, dated March 16, 2022, from the Director, Public Works Operations, be endorsed; and*
- (2) *That the Report 2021: Rethink Waste to Support a Circular Economy be made available to the community on the City’s website and through various communication tools including social media channels and as part of community outreach initiatives.*

CARRIED

3. SOLID WASTE AND RECYCLING REGULATION BYLAW NO. 6803, AMENDMENT BYLAW NO. 10361

(File Ref. No. 10-6370-04-01) (REDMS No. 6608518)

In reply to queries from the Committee, staff advised (i) a bylaw cost recovery goal has not been set, (ii) it will be necessary to confirm the cost of recycling with Canadian Mattress to compare the cost of recycling non-residential furniture, (iii) residential customers are encouraged to take advantage of the large article pickup program for upholstered furniture, and (iv) advance registration by commercial landscaping companies has been positive.

It was moved and seconded

- (1) *That the Solid Waste and Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10361, be introduced and given first, second and third readings;*

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- (2) *That mercury containing and electronic thermostats be added to the scope of materials accepted at the Richmond Recycling Depot by registering with the Thermostat Recovery Program delivered by the Heating, Refrigeration and Air Conditioning Institute of Canada; and*
- (3) *That the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.*

CARRIED

4. NOVEMBER 2021 ATMOSPHERIC RIVER EVENTS - SUMMARY AND OUTCOMES

(File Ref. No. 10-6045-01) (REDMS No. 6817597)

In reply to queries from the Committee, staff advised (i) significant resiliency in the system enables it to compensate for large amounts of rain, (ii) consideration is being given to increasing communication to the public regarding preparation for self-sufficiency during a natural disaster, (iii) consideration is being given to providing tool kits and information to aid homeowners with flood preparation, (iv) pre-existing inland pumps may be reinstated, (v) creation of capacity for offsite fueling may be considered in a future budget, (vi) concern with water flooding into underground tanks, which will affect the City's ability to respond, and (vii) flooding in Richmond's farmland was not excessive during the atmospheric river.

That staff apply the knowledge gained from the November 2021 atmospheric river event and response to inform future updates to the City's infrastructure plans and strategies, as well as future capital, operating and utility budget submissions.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

5. TRAFFIC SAFETY IMPROVEMENTS AROUND SCHOOLS – UPDATE

(File Ref. No. 10-6450-09-01) (REDMS No. 6846745)

In reply to queries from the Committee, staff advised (i) residents and stakeholders may learn about deficiencies, improvements, and contribution opportunities through the City's website, and (ii) consultations with the Traffic Safety Advisory Committee, parent advisory councils, school principals, and adjacent neighbours will occur as safety plans are developed.

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It was moved and seconded

That the staff report titled “Traffic Safety Improvements around Schools – Update” dated March 9, 2022, from the Director, Transportation:

- (1) be received for information; and*
- (2) be forwarded to the Richmond Council-School Board Liaison Committee for information.*

CARRIED

**6. BARNES DRIVE AND FLURY DRIVE TRAFFIC CALMING –
REPORT BACK ON REFERRAL**

(File Ref. No. 12-8060-20-010301) (REDMS No. 6827939)

Steve Badesha, Richmond resident, expressed concern with the lack of pedestrian infrastructure in the neighbourhood where families with young children who walk to school reside.

It was moved and seconded

- (1) That Option 3 to establish a 30 km/h speed limit on Barnes Drive and Flury Drive, as described in the staff report titled “Barnes Drive and Flury Drive Traffic Calming – Report Back on Referral” dated March 15, 2022, from the Director, Transportation, be endorsed; and*
- (2) That should Option 3 be endorsed, Traffic Bylaw No. 5870, Amendment Bylaw No. 10301, to revise the posted speed limit on Barnes Drive and Flury Drive to 30 km/h, be introduced and given first, second and third reading.*

CARRIED

7. MANAGER’S REPORT

(i) Traffic Circle

It was noted that the traffic circle that was recently installed in response to residents’ concerns regarding public road safety was well received.

(ii) George Massey Tunnel Replacement Project Information Sessions

The Committee was advised that staff will be attending two information sessions regarding the George Massey Tunnel Replacement Project.

(iii) Earth Day

It was noted that the City will be participating in a nature challenge in conjunction with Earth Day.

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(iv) Invasive Species Action Month

Staff advised that the City may have a booth at Brighthouse Library for Invasive Species Action Month.

(v) Stage One Water Restrictions

It was noted that stage one water restrictions will commence on May 1, 2022. A news release will be issued, and landscaping groups and school districts will be notified.

(vi) Blackberry Management

In response to a query from the Committee, staff advised that they are considering options for blackberry management.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:13 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Wednesday, April 20, 2022.

Councillor Chak Au
Chair

Haely Lindau
Recording Secretary



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** March 29, 2022
From: Lloyd Bie, P.Eng.
Director, Transportation **File:** 01-0140-20-
INFR1/2022-Vol 01
Re: **Application to Government of Canada Active Transportation Fund**

Staff Recommendation

1. That the City Centre Cycling Network Expansion application for cost-sharing as described in the attached report titled "Application to Government of Canada Active Transportation Fund" dated March 29, 2022 from the Director, Transportation, be endorsed;
2. That, should the above application be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized on behalf of the City to execute the funding agreement; and
3. That the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.

Lloyd Bie, P.Eng.
Director, Transportation
(604-276-4131)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Parks Services	<input checked="" type="checkbox"/>	 John Hopkins, Acting General Manager
Finance	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO - Acting

Staff Report

Origin

The Government of Canada's first-ever Active Transportation Fund (the Fund) will provide \$400 million over five years to support a modal shift away from cars and toward active transportation in support of [Canada's National Active Transportation Strategy](#). The Fund will invest in projects that build new and expanded networks of pathways, bike lanes, trails, and pedestrian bridges. This report presents the proposed submission from the City for consideration of cost-share funding.

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

4.2 Ensure infrastructure meets changing community needs, current trends and best practices.

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.4 Work cooperatively and respectfully with all levels of government and stakeholders while advocating for the best interests of Richmond.

This report supports Council's Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

6.3 Build on transportation and active mobility networks.

Analysis

Government of Canada Active Transportation Fund

The City is eligible for 60% cost-share funding up to a maximum of \$50 million for capital projects. Eligible projects will be evaluated against the following merit criteria:

- Improved community connectivity and accessibility
- Economic benefits
- Environmental and climate benefits
- Improved user mobility, safety and security
- Project viability

Final project selection will be undertaken with a view to balancing funding support by taking into consideration such factors as regional distribution, the type of project and equitable access.

City Centre Cycling Network Expansion

To meet the Fund application deadline of March 31, 2022, staff have submitted a package of five separate cycling projects all located within or connecting to the City Centre (Attachment 1). The chosen projects reflect the engagement results of the update of the Cycling Network Plan and identified short-term (within the next five years) cycling infrastructure priorities that can be constructed by the Fund's project completion deadline of March 31, 2026. Collectively, the projects will help build a core protected cycling network within or connecting to Richmond's City Centre. The five projects will provide a total of 4.0 km of new protected facilities that also fill in existing gaps to enhance cycling access and connectivity in the City Centre.

- Lansdowne Road Multi-use Pathway: Westward extension of a two-way off-street paved 3.0 m wide pathway for pedestrians and cyclists on the north side of Lansdowne Road between Gilbert Road and Pearson Way. Upon completion, this project will provide a westward extension of the existing pedestrian-cycling facility along Lansdowne Road from Minoru Blvd to Gilbert Road and a direct link from the Canada Line Lansdowne Station to the Richmond Olympic Oval once proposed/future development-related road improvements are implemented along the remaining sections of Lansdowne Road and Hollybridge Way. This project was approved by Council as part of the 2021 Capital Budget.
- Brownsgate Road Cycle Tracks: Provision of on-street two-way bike paths protected from the adjacent vehicle lane by a concrete median on the south side between No. 3 Road and Hazelbridge Way. When completed, the project will link the east-west Odlin Road Neighbourhood Bike Route from the east to No. 3 Road and Aberdeen Station, and will also connect to the north-south Sexsmith Road-Brown Bike Route. This project was approved by Council as part of the 2021 Capital Budget.
- River Road Multi-use Pathway: Two-way multi-use off-street paved 4.0 m pathway including lighting for pedestrians and cyclists on the south side of River Road between McCallan Road (northern terminus of Railway Greenway) and No. 2 Road (western terminus of Middle Arm Greenway) that will fill in a gap and connect the two major greenways. This project was approved by Council as part of the 2022 Capital Budget.
- Sexsmith Road-Brown Road Protected Bike Route: Through the development application process and City capital projects, cycling facilities have been established on various sections of Sexsmith Road and Brown Road. In addition, the upgrade of the Sexsmith Road-Bridgeport Road intersection to include a pedestrian signal has been secured. This project will fill in the remaining gaps to provide a continuous protected cycling facility along Sexsmith Road and Brown Road between the Bridgeport Canada Line Station and Transit Exchange and the recently completed Odlin Road Neighbourhood Bike Route. The project includes the upgrade of the existing special crosswalk on Cambie Road at Brown Road to a pedestrian signal. This project was approved by Council as part of the 2022 Capital Budget.
- Gilbert Road Protected Bike Route: Council approved design funding for a cycling facility on Gilbert Road between Granville Avenue and Elmbridge Way as part of the 2020 Capital

Budget. This project will provide construction funding for protected on- and off-street bike paths that extend existing cycling facilities on Gilbert Road south to connect to the Granville Avenue protected bike lanes. The project is currently planned for inclusion in the 2025 Capital Budget for Council's consideration. Should the Fund application be successful, staff will consider advancing the project for inclusion in a Capital Budget prior to 2025.

Public and stakeholder feedback during the Cycling Network Plan update identified several key themes: safety, connectivity, utility and convenience, network gaps, and social equity. The five projects aim to address these key themes. With respect to the social equity potential of the routes, analysis based on 2016 Canadian Census indicators (e.g., % of low income households) showed that equity deserving individuals are more likely to be living near and within the City Centre. Hence there is a strong correlation between prioritizing routes for equity seeking groups and prioritizing routes within the urban core.

Proposed Funding

Table 1 below summarizes the estimated project cost, the internal funding sources and the confirmed or requested external funding sources.

Table 1: Funding for Application to Government of Canada Active Transportation Fund

Project & Scope	Current City Portion & Funding Source ⁽¹⁾	Estimated Total Project Cost	Proposed Government of Canada Funding ⁽²⁾	Secured TransLink Funding ⁽³⁾	City Portion if AT Fund Application Successful
Lansdowne Road (Gilbert Road-Pearson Way): multi-use path	\$150,000 (2021 Capital Budget)	\$300,000	\$180,000	\$60,000 TransLink approved up to \$150,000	\$60,000
Browngate Road (Hazelbridge Way-No. 3 Road): cycle tracks	\$100,000 (2021 Active Transportation Improvement Program)	\$400,000	\$240,000	\$120,000 TransLink approved up to \$300,000	\$40,000
River Road (McCallan Road-No. 2 Road): multi-use path	\$800,000 (2022 Capital Budget)	\$1,600,000	\$960,000	TBD (2022 Program)	\$640,000
Sexsmith Road-Brown Road (Beckwith Road-Browngate Road): protected bike lanes	\$375,000 (2022 Capital Budget)	\$750,000	\$450,000	TBD (2022 Program)	\$300,000
Gilbert Road (Granville Ave-Elmbridge Way): protected bike paths	\$1,900,000 (Proposed 2025 Capital Budget)	\$3,800,000	\$2,280,000	TBD (future Program)	\$1,520,000
Total	\$3,325,000	\$6,850,000	\$4,110,000	\$180,000	\$2,560,000

(1) The City's actual portion (i.e., balance of remaining estimated cost after external grants) will be determined upon confirmation of the approved amounts to be received from external agencies.

(2) The amount shown represents the maximum funding contribution available in the grant process. The actual approved amount may be lower than requested. The actual invoiced amount follows project completion and is based on incurred costs.

(3) Should the application be successful, TransLink requires that senior government funding be deducted from the total estimated cost and the balance cost-shared with the City.

Should the Fund application be successful and Council approve construction funding for the Gilbert Road project in a subsequent Capital Budget, the City's total funding for the five projects will be reduced by \$765,000 from \$3,325,000 to \$2,560,000.

The City's costs are anticipated to be further reduced pending the outcome of the City's applications to TransLink's 2022 and future municipal cost-share programs. Any surplus funding would be returned to the Roads Development Cost Charge and be available for use in future capital projects. The City would also enter into a funding agreement with the federal government that includes indemnity and release in favour of the federal government. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the agreement on behalf of the City.

Financial Impact

Should the Fund application be successful, the City's total funding for the five projects will be reduced by \$765,000 from \$3,325,000 to \$2,560,000.

Conclusion

The package of cycling network expansion projects proposed for submission to the Government of Canada Active Transportation Fund supports numerous goals of the City to improve community mobility, reduce greenhouse gas emissions and increase physical activity by encouraging more walking, cycling and rolling trips rather than driving. The potential receipt of external funding will enable the City to enhance and expedite the provision of sustainable transportation infrastructure and improve healthy and active travel options for the community.



Joan Caravan
Transportation Planner
(604-276-4035)



Fred Lin, P.Eng., PTOE
Senior Transportation Engineer
(604-247-4627)

JC:jc

Att. 1: City Centre Cycling Network Expansion Projects

City Centre Cycling Network Expansion Projects



Legend

- ■ ■ ■ City Centre Boundary
- City Centre Cycling Network Expansion Project
- Existing Cycling Facility
- Cycling Facility Secured via Development



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** April 12, 2022
From: Jim V. Young, P. Eng.
Director, Facilities and Project Development **File:** 10-6000-01/2022-Vol 01
Re: **Award of Contract 7214Q – On Call Roofing Contractor**

Staff Recommendation

1. That Contract 7214Q – On Call Roofing Contractor be awarded to Marine Roofing and Repair Service (2003) Ltd., in the amount of \$714,010.44 for a three-year term as described in the report titled “Award of Contract 7214Q – On Call Roofing Contractor,” dated April 12, 2022 from the Director, Facilities and Project Development.
2. That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to extend the initial three-year term, up to the maximum total term of five years, for the maximum total amount of \$1,240,125.81, as described in the report titled “Award of Contract 7214Q – On Call Roofing Contractor,” dated April 12, 2022 from the Director, Facilities and Project Development.
3. That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the contract and all related documentation with Marine Roofing and Repair Service (2003) Ltd.

Jim V. Young, P. Eng.
Director, Facilities and Project Development
(604-247-4610)

REPORT CONCURRENCE		
ROUTED TO: Finance Department	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO - Acting

Staff Report

Origin

The City requires an on call roofing contractor to complete semi-annual inspections, cleaning and repairs to the roofs of approximately 170 City buildings. This service is to maximize life expectancy of roofs, protect the buildings from the elements, and provide comfortable and efficient interior space.

The City's current contract for on call roofing is with Marine Roofing and Repair Service (2003) Ltd. (Marine Roofing), and will expire in May 2022.

This report summarizes the public tendering process for the Contract 7214Q and provides a recommendation for the on call roofing contractor.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.2 Future-proof and maintain city infrastructure to keep the community safe.

1.3 Ensure Richmond is prepared for emergencies, both human-made and natural disasters.

1.4 Foster a safe, caring and resilient environment.

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.2 Clear accountability through transparent budgeting practices and effective public communication.

Analysis

Scope of Work

The scope of work for this contract includes, but is not limited to:

- semi-annual inspection and repairs;
- emergency repairs;
- non-emergency repairs on a call-out basis;
- emergency extensive repairs; and
- providing temporary anchor points and or safety lines for City staff to access and inspect roofs.

It is anticipated that approximately 90 percent of the required work will be performed during regular hours and at regular rates, with the remainder of work occurring outside of regular business hours and therefore to be charged at overtime rates.

Public Tendering

A Request for Quotation (RFQ) 7214Q was posted to the City of Richmond Bids and Tenders on February 18, 2022. The RFQ also advised bidders that the City would retain the right to extend the scope of work to other City facilities should there be a need in the future.

To validate the bids, bidders were requested to provide quotes for standard roof inspections and for small repairs. Bidders were also asked to commit to a two-hour response time for emergency repairs.

The bids were evaluated based on:

- each bidder's proposed billable rates for work performed during regular business hours and outside regular business hours, multiplied by the estimated total number of hours (based on historical usage over a three-year time period);
- each bidder's proposed costs to undertake roof inspections over the three-year initial contract period multiplied by 170 City facilities; and
- estimated costs for parts and materials.

Award Recommendation

The bid summary results of the RFQ are summarized in Table 1 below.

Table 1: Bid Summary Results

Company	Estimated Annual Contract Value (based on historical usage, excluding GST) 2022-2024
Marine Roofing and Repair Service (2003) Ltd.	\$183,079.60
Atlas-Apex Roofing (BC) Inc.	\$333,000.00

The City's designated representatives reviewed the submitted bids to confirm:

- each bidder's understanding of objectives and outcomes;
- capacity to complete the work;
- ability to meet required deadlines;
- previous experience;
- quality of references; and
- pricing.

The previous On Call Roofing contract was awarded to Marine Roofing in July 2018 in competition with two other bids. The hourly rate increase on this contract is 3.60 per cent for the initial three years over the previous contract, and then rising 4.98 per cent in year four and 9.85 per cent in year 5, upon optional extension.

Given the current construction cost escalation environment, locking in low-cost certainty with the Marine Roofing proposal for a possible five-year term represents great value for the City.

Marine Roofing has provided roofing services to the City for over 25 years and have typically completed all assigned projects on time and on budget, even with tight deadlines.

Financial Impact

Based on historical expenditures for the work under this contract, it is estimated that the total value of the proposed contract over a three-year term will be approximately \$561,235.20, plus contingency as summarized below in Table 2. A 30 percent contingency is required to budget for escalating cost of materials and parts, environmental impacts such as atmospheric rivers, extensive or unplanned emergency repairs and to allow for future additional buildings that may fall under the City's responsibility.

Table 2: Total Three-Year Term Cost

Year 2022	\$183,079.60
Year 2023	\$183,079.60
Year 2024	<u>\$183,079.60</u>
Subtotal	\$549,238.80
Contingency (30%)	<u>\$164,771.64</u>
Total (3 Years)	<u>\$714,010.44</u>

The City, with mutual agreement with Marine Roofing, has the option to extend the proposed contract by an additional two years. The estimated cost associated with this extension is summarized below in Table 3.

Table 3: Contract Extension Cost

Year 2025	\$195,029.09
Year 2026	<u>\$209,675.04</u>
Subtotal	\$404,704.13
Contingency (30%)	<u>\$121,411.24</u>
Total (2 Years)	<u>\$526,115.37</u>

The total amount for a five-year term is \$1,240,125.81. The decision to extend the contract by an additional two years would be based on Marine Roofing's performance over the initial term.

The contract will be executed upon mutual consent of all parties. The Facility Services annual operating budget account will fund the contract, which is subject to yearly approval by Council. The actual expenditures of the contract for On Call Roofing Contractor will be according to Council approved budgets. Upon contract expiration, excess funding shall be returned to the originating budget source.

Conclusion

The City is responsible for approximately 170 roofs. Inspection and upkeep of these roofs is an essential part of the preventative maintenance program, which will extend the service life of all roofs and buildings. The previous contract for On Call Roofing Contractor will expire in May 2022, necessitating the need for a new contract to be in place.

Staff recommend that contract 7214Q be awarded to Marine Roofing and Repair Service (2003) Ltd. for a three-year fixed term with two optional one-year extensions, as their lowest priced bid was determined to be the most responsible and responsive bidder according to the City's requirements.

This contract offers good long term value and certainty on labour costs in an inflationary and volatile market condition.



Jeff Lee, CEM, RPA, FMA
Manager, Facility Services
(604-276-4027)

JL:cc



City of Richmond

Report to Committee

To: Public Works & Transportation Committee
From: Peter Russell
Director, Sustainability and District Energy
Suzanne Bycraft
Director, Public Works Operations
Date: April 14, 2022
File: 02-0780-01/2022-Vol
01
Re: Public Electric Vehicle Charger Program Update

Staff Recommendation

That the report titled "Public Electric Vehicle Charger Program Update", dated April 14, 2022, from the Director, Sustainability and District Energy and the Director, Public Works Operations, be received for information.

Peter Russell
Director, Sustainability and District Energy
(604-276-4130)

Suzanne Bycraft
Director, Public Works Operations
(604-233-3338)

Att. 3

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO - Acting 	

Staff Report

Origin

This report provides an update on the most recent expansion of the City's public electric vehicle charging infrastructure and related matters. Additionally, this report responds to the June 28, 2021 Council referral related to the "Electric Vehicle Adoption – Youth Outreach Initiative" report:

That the report titled "Electric Vehicle Adoption – Youth Outreach Initiative" from the Interim Director, Public Works Operations, dated June 7, 2021, be received for information; and That staff report back on the program in 12 months."

This report supports Council's Strategic Plan 2018-2022 Strategy #2 A Sustainable and Environmentally Conscious City:

Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology.

2.2 Policies and practices support Richmond's sustainability goals.

This report supports Council's Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

6.2 "Green" and circular economic growth and practices are emphasized.

This report supports Council's Community Energy & Emissions Plan (CEEP) 2050:

Action 2.1.1 identifies that the City will 'Build out a network of public EV charging stations at civic facilities in Richmond to accelerate rate of local EV adoption' through securing funding for priority 'on the go' EV charging locations identifying optimal locations for the City's public EV charging network as EV ownership expands. Action 2.1.1 is also noted as an equity opportunity.

Analysis

Achievements to Date

The City currently owns and operates 51 public chargers with 7 additional chargers to be installed in Q2 2022 at City Hall, Richmond Animal Shelter and Capstan Park. Included in these figures is the most recent expansion which added 34 chargers at 12 locations across the City. The approved budgets for the expansion was \$1,340,000 with costs to be offset by a \$440,000 contribution from Natural Resources Canada. Attachment 1 provides a summary of current and planned level of service and locations for all public City-owned chargers.

In conjunction with Natural Resources Canada, staff are evaluating opportunities to share this information with the public and promote the City's continued foresight and progress in creating charging infrastructure in support of community EV adoption. A media event is contemplated upon completion of the installations at City Hall.

Charger Usage

The COVID-19 pandemic and timing of the introduction of user fees in March of 2020 saw a reduction in usage of the public chargers. However, recent usage is showing signs of increasing recovery and is expected to continue growing as COVID-19 restrictions ease and new EV sales continue to grow in the community. Tables 1, 2, and 3 show the gross revenue, charging sessions and energy consumption for Q1 2022.

Monthly revenues in March were double those in January. The number of charging sessions and energy used has increased by 34%, indicating longer visits per session, and supports the charge it and move it motto of increasing fees after longer than a two hour stay.

Table 1: Gross Revenue

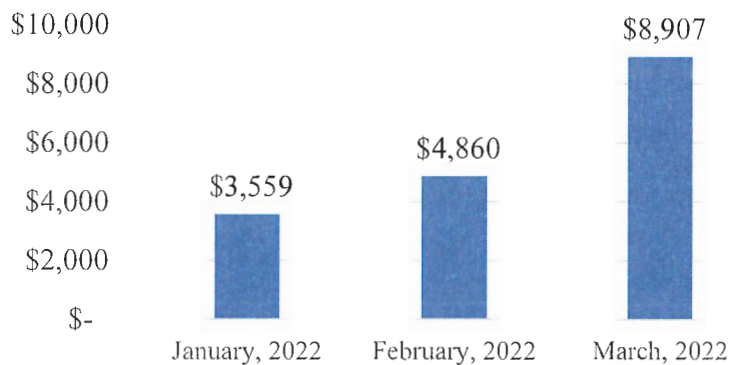


Table 2: Monthly Charging Sessions

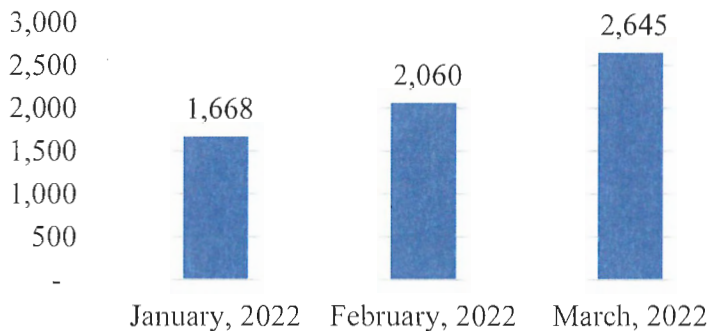
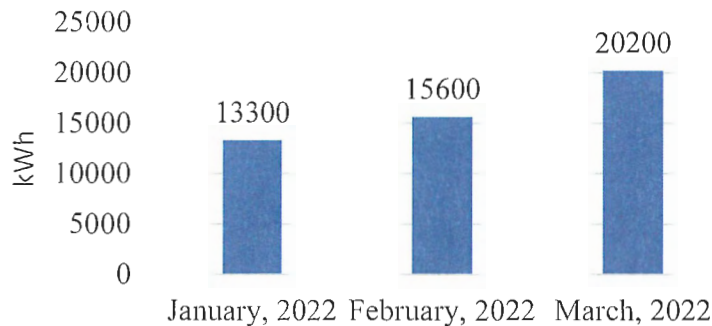


Table 3: Energy Distributed



Future Considerations

Below is an update on current work that is under development:

- **Staffing:** Council endorsed staff recommendations for the 'Parking Stall Fees at City-Owned Electric Vehicle Charging Stations' report at the December 18, 2019, Council meeting which included a recommendation to create a regular full-time position following analysis of operational demand in 2020. Due to reduced usage and revenue caused by the pandemic, staff have not brought forward the request to date. Staff will continue to monitor the current growth trend and bring forward recommendations for consideration in the 2023 budget cycle.
- **Rates:** Currently, a time-based rate is applied and charged per minute. See Attachment 2 for current rates and the principles behind the rate design. Rates can also be applied by electricity consumption.

Effective March 22, 2019, BC's Ministry of Energy Mines and Petroleum Resources provided exemptions under the Utilities Commission Act for the resale of electricity for the purposes of EV charging. Prior to this, there was concern that charging user fees for electricity for EV charging would require the seller to be regulated as a utility. Additionally, under Canada's Electricity and Gas Inspection Act, Measurement Canada has the mandate to protect the right of consumers to accurate and reliable measurement when they make a purchase based on measurement. Measurement Canada has initiated a process to allow chargers that meet established technical standards to charge directly for energy consumption. Staff will continue to monitor these developments and will bring forward rate structure options for Council consideration as appropriate.

Update on Fleet EV Chargers

The City's corporate electric vehicle charging infrastructure continues to expand as part of the Green Fleet Action Plan. The approved budgets for the current expansion is \$2,629,700 with costs to be offset by a \$420,000 contribution from Natural Resources Canada. The City recently joined

the West Coast Electric Fleets Diamond Lane pledge, which sets out a commitment to replace above 10% of all new corporate passenger fleet vehicle procurements as zero emission vehicles. To date, the City has installed 24 chargers to support growth in its corporate EV fleet. Current approved projects will increase this to 81 chargers. Attachment 3 provides a summary of the level of service and locations for all corporate chargers.

Update on Electric Vehicle Adoption – Youth Outreach Initiative

An outreach initiative to promote EV adoption among youth was developed for elementary-aged school children. The Richmond EVie Lesson Toolkit (RELT) was created with the assistance of the City Green Ambassadors, a group of volunteers with a keen interest in supporting City EV outreach events. Plug-In BC, Plug-In Richmond and the Richmond School District were partners in the development of this outreach initiative.

City staff worked with the Richmond School District 38 to launch the EVie Lesson Toolkit in preparation for program roll out starting in September 2021. Implementation has been slowed by COVID-19 restrictions and resource limitations requiring the Richmond School District to allocate resources to other school programs of importance. The RELT website had 40 visits, the challenge posters website had 30 visits, the introductory videos were viewed over 100 times, and a group of students are currently submitting design and video challenges as part of the program.

Staff will continue to promote the toolkit as COVID-19 restrictions ease and expect broader uptake in the program moving forward with a strong launch focus in the fall of 2022. Several promotional activities are in progress to support the adoption of the RELT program. These include launch of RELT program to all school principals in Richmond, three virtual information sessions on the program and the future of transportation, and a 10 week campaign to drive Richmond students to participate in a design or video challenges which concludes on Earth Day.

Additionally, Emotive and the Fraser Basin Council, who helped fund the development of this Richmond-based initiative, will make the toolkit available to other school districts in British Columbia to help further promote adoption of electric vehicles.

Financial Impact

None.

Conclusion

Council has established a strategic vision, backed by policies and funding, which have facilitated accelerated growth in EV charging infrastructure. This rapid deployment of chargers in Richmond has spurred growth in both community and corporate EV adoption. As COVID-19 restrictions ease, the use of chargers is beginning to spike, which correlates well with the pending completion of new City charger installations.

A media launch is contemplated to share the City's progress in completing these important community initiatives. The City also continues to raise awareness and promote EV adoption

April 14, 2022

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through initiatives such as its RELT youth outreach initiative, being launched in cooperation with the Richmond School District.

A handwritten signature in black ink, appearing to be 'Peter Russell'.

Peter Russell
Director, Sustainability and District Energy
(604-276-4130)

A handwritten signature in blue ink, appearing to be 'Dinos Ramos'.

Dinos Ramos
Public Works Operations Coordinator
(604-233-3302)

- Att. 1: Public Chargers Current and Planned
2: Current Rates and Principals of Charging Fees
3: Corporate Chargers Current and Planned

Public Chargers Current and Planned

Station Location	Address	No. of Ports	Type of Station		Type of Stall
Existing Public EV Charging Stations			Level 2	Level 3	Accessible Stall
Blundell Park	6468 Blundell Rd	2	✓		✓
Britannia Heritage Ship Yards	5180 Westwater Dr	2	✓		
Cambie Community Centre	12800 Cambie Rd	2	✓		
City Hall	6911 No. 3 Rd	2	✓		
City Works Yard	5599 Lynas Ln	2	✓		
Firehall 1	6960 Gilbert Rd	2	✓		
Firehall 3	9660 Cambie Rd	2	✓		
Garden City Park	6620 Garden City Rd	2	✓		✓
Hamilton Community Centre	5140 Smith Dr	2	✓		✓
King George Park	4100 No 5 Rd	1		✓	✓
King George Park	4100 No 5 Rd	2	✓		✓
Minoru Park (Arenas)	7551 Minoru Gate	4	✓		✓
Minoru Centre for Active Living	7191 Granville Ave	4	✓		
RCMP City Centre Community Police Office	6931 Granville Ave	2	✓		
Richmond Ice Centre	14140 Triangle Rd	1		✓	✓
Richmond Ice Centre	14140 Triangle Rd	2	✓		✓
Richmond Oval	6111 River Rd	1		✓	✓
Richmond Oval	6111 River Rd	4	✓		
South Arm Community Centre	8880 Williams Rd	2	✓		✓
Steveston Community Centre	4111 Moncton St	2	✓		
Steveston Tennis Courts	4151 Chatham St	2	✓		✓
Thompson Community Centre	5151 Granville Ave	2	✓		
West Richmond Community Centre	9180 No 1 Rd	4	✓		✓
SUBTOTAL		51			
Planned Public EV Charging Stations					
Capstan Park (On Street Parking)	3311 Carscallen Rd	2	✓		
City Hall	6911 No. 3 Rd	1		✓	✓
City Hall	6911 No. 3 Rd	2	✓		✓
Richmond Animal Shelter	12071 No. 5 Rd.	2	✓		
SUBTOTAL		7			
TOTAL CURRENT & PLANNED		58			

Current Rates and Principals of Charging Fees

Type of Charger	Charging Rate
Level 2	\$2.00/hour first 2 hours, \$5.00/hour thereafter
Level 3 (DCFC) 25kW	\$8.00/hour
Level 3 (DCFC) 50kW	\$16.00/hour

Fees have been set with the intention of increasing turnover, reducing average idle time at stations and encouraging EV drivers to preferentially charge at home or in the workplace, if that option is available. Rates are comparable to regional pricing in surrounding municipalities and BC Hydro stations.

Corporate Chargers Current and Planned

Station Location	Address	No. of Ports	Type of Station	
Existing Corporate EV Charging Stations			Level 2	Level 3
City Hall	6911 No. 3 Rd	2	✓	
City Works Yard	5599 Lynas Ln	6	✓	
City Hall Annex	6900 Minoru Blvd	12	✓	
RCMP City Centre Community Police Office	6931 Granville Ave	2	✓	
RCMP Headquarters	11411 No. 5 Rd	2	✓	
SUBTOTAL		24		
Planned Corporate EV Charging Stations				
City Hall	6911 No. 3 Rd	1		✓
City Works Yard	5599 Lynas Ln	2		✓
City Works Yard	5599 Lynas Ln	20	✓	
City Hall Annex	6900 Minoru Blvd	22	✓	
Firehall 1	6960 Gilbert Rd	4	✓	
Firehall 2	11011 No. 2 Rd	2	✓	
Firehall 3	9660 Cambie Rd	4	✓	
RCMP Headquarters	11411 No. 5 Rd	2	✓	
SUBTOTAL		57		
TOTAL CURRENT & PLANNED		81		



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** April 14, 2022
From: Suzanne Bycraft
Director, Public Works Operations **File:** 02-0780-01/2022-Vol 01
Re: **Change Order Approval - Contract 6503P - EV Charging Infrastructure and Management Provider**

Staff Recommendation

That staff be authorized to issue a change order to increase the value of the current contract between the City of Richmond and Foreseeson Technology by \$2,290,663 bringing the new maximum contract value to \$3,796,985 over the initial five-year contract term as detailed in the staff report titled "Change Order Approval – Contract 6503P – EV Charging Infrastructure and Management Provider", dated April 14, 2022, from the Director, Public Works Operations.

Suzanne Bycraft
Director, Public Works Operations
(604-233-3338)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Purchasing	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
Sustainability & District Energy	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO - Acting

Staff Report

Origin

At the October 28, 2019 Council meeting, the award of contract 6503P – EV Charging Infrastructure and Management Provider was approved as follows:

That Contract 6503P – Electric Vehicle Charging Infrastructure and Management Provider be awarded to Forseeon Technology for a five-year term for an estimated total value of \$1,506,322, and the Chief Administrative Officer and Acting General Manager, Engineering & Public Works be authorized to negotiate and execute a service contract with Forseeon Technology incorporating the key terms outlined in the staff report dated October 9, 2019.

The contract commenced on January 17, 2020 for a five-year term with the option to renew for an additional five-year term upon Council approval. In projecting the initial contract value, the degree of capital work required for electrical supply to many stations has exceeded expectations. In addition, the adoption rate of electric vehicles and the need to support this growth by providing public charging station infrastructure is growing at a faster pace than anticipated.

To meet this growth, this report provides further details and seeks approval to increase the contract value to \$3,796,985 with Forseeon Technology over the initial five-year term.

This report supports Council's Strategic Plan 2018-2022 Strategy #2 A Sustainable and Environmentally Conscious City:

2.1 Continued leadership in addressing climate change and promoting circular economic principles.

2.2 Policies and practices support Richmond's sustainability goals.

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

4. 2 Ensure infrastructure meets changing community needs, current trends and best practices.

Analysis

The City has installed 75 public and corporate electric vehicle chargers to date. Current approved capital projects, supported with grant funding, will increase the number of chargers to 135 over the next year exceeding the current approved value of the contract. The BC government's Low Carbon Fuel Standard has introduced a new requirement to report ownership and location of electric vehicle chargers as well as energy consumed. The associated sale of carbon credits, which are allowed to be sold to the market, will incent further growth in electric vehicle charging infrastructure overall.

Key factors influencing growth in the City's charging infrastructure requirements include:

- Success in obtaining senior government grant funding, allowing additional public chargers to be installed. The City is able to capitalize on these opportunities and meet funding deadlines and tight turnaround timelines by having this vendor contract in place.
- Growth of the City's corporate electric vehicle fleet as part of the Green Fleet Action Plan. The City recently joined the West Coast Electric Fleets Diamond Lane pledge, which sets out a commitment to replace above 10% of all new corporate passenger fleet vehicle procurements as zero emission vehicles. To date, the City has installed 24 chargers to support growth in its corporate electric vehicle fleet.
- Expanding charging infrastructure in association with new construction or major upgrades of City facilities and parks.

Forseeson Technology was selected through competitive tendering process 6503P – EV Charging Infrastructure and Management Provider. Forseeson Technology offered overall best value to the City as well as provided the type of chargers consistent with that currently used. This approach supports more efficient administration management due to consistency in parts and management subscription services.

Current and projected costs through the remainder of the initial five-year term are outlined in Table 1, below.

Table 1: Cost Comparison – Current Costs vs. Estimated Five-Year Term

Services	Current Costs (Jan 17, 2020 – Jan 17, 2022)	Estimated Costs (2020-2025)
Capital Costs	\$965,391	\$3,137,520
Installation/Activation Costs	\$2,950	\$9,587
Existing Software Subscription Fees	\$31,548	\$102,531
Planned and Future Software Subscription Fees	\$45,346	\$147,347
Contingency - Grant Funding Opportunities		\$400,000
Total	\$1,045,235	\$3,796,985

Based on the total approved contract value of \$1,506,322, it is projected that additional funds amounting to \$2,290,663 will be required, bringing the total contract value to \$3,796,985 through January 17, 2025 (initial five-year term).

Alternatives

There were three other vendors who submitted bids under Contract 6503P – Electric Vehicle Charging Infrastructure and Management Provider. Two of the respondents did not provide the full scope of services outlined in the request for proposals. The third vendor submitted unit costs that were more than double that of Forseeson Technology. Forseeson Technology's product

offering is for ChargePoint chargers, which are consistent with the design currently used at all City provided chargers. This approach allows for economies of scale for parts, management subscription services, as well as allows for robust tracking data and usage analysis. The data tracking aspect is not only important for the City's purposes, but will also become a mandatory reporting requirement under the BC Low Carbon Fuel Standards Act. The submission by Forseeon Technology represented overall best value and met the City's objectives for product design consistency.

Financial Impact

The total maximum contract value for the five (5) year contract term is estimated to be \$3,796,985. The proposed change order will be funded from the existing Council approved capital projects and future years' capital submissions. Funding for future years' capital submissions will be brought forward as part of the annual budget process for Council's consideration.

Conclusion

The City is promoting community electric vehicle adoption through continued expansion of public electric vehicle charging infrastructure. This aligns with the City's Community Energy and Emissions Plan 2050 reduction targets. The corporate electric vehicle fleet is also rapidly expanding to meet reduction targets outlined in the City's Green Fleet Action Plan. The demand for electric vehicle charging infrastructure and related works has exceeded projections, impacting the overall value estimate for Contract 6503P – EV Charging Infrastructure Management Provider.

Staff recommend approval for a change order to increase the value of the contract with Forseeon Technology to a maximum \$3,796,985 over the initial five-year term, through January 17, 2025. Forseeon Technology has demonstrated good performance to date.

The recommended approach allows the City to continue its growth trajectory in electric vehicle charging infrastructure expansion in an expedited manner, and maintains the ability to capitalize on grant funding opportunities and meet associated deadline requirements.



Brandon Olson
Acting Manager, Fleet Operations
(604-233-3301)

BO:dr