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To: **York Region Rapid Transit Corporation Board of Directors**

From: **Mary-Frances Turner, President**

Subject: **Delegation of Authority for Warden Jug Handle Site Development  
– York Region Rapid Transit Corporation**

Ref: YORK #7568226

## Recommendations

It is recommended that:

1. The Board authorize the President, York Region Rapid Transit Corporation to execute all agreements, arrangements and memorandums of understanding (including amendments thereto) related to the award of the RFP for Engineering Services for Warden Site Development Assessment, including without limitation, undertaking required procurement processes and awarding and executing the contracts, administering the contracts, and such other steps necessary or ancillary thereto.

## Purpose

- The purpose of this report is to seek the Board's delegated authority for the President, York Region Rapid Transit Corporation (YRRTC) to execute all agreements (including amendments thereto) related to the procurement of Engineering Services for the Warden Site Development Assessment.

## Background

***From September 2009, the Corporation has carried out its powers in the delivery of the rapid transit projects, seeking authorization from its Board of Directors as required to undertake the Corporation's business***

- The Rapid Transit Agreement gives the Corporation the authority to enter into contracts in its own name, provided that the contract relates to a transaction that has been included in the business plan and budget approved by Regional Council, or the contract relates to a transaction for which funding has been 100% secured from a senior government.

***YRRTC will manage and execute all agreements, arrangements and memorandums of understanding related to the award of the RFP for Engineering services for Warden Site Development Assessment***

- YRRTC will manage and execute all agreements and arrangements related to the procurement processes, including but not limited to:
  - Undertaking required procurement processes and issuing procurement documents
  - Awarding, executing and administering the contracts for the engineering services
  - Conducting all market sounding activities, as required

***The preliminary cost estimate for the Engineering Services for the Warden site development is approximately \$750,000 which will require approval authorization from York Region Rapid Transit Corporation's Board of Directors***

- YRRTC is to seek authorization from the Board of Directors to enter into contracts greater than \$500,000, when the procurement methodology is a Request for Proposal (RFP).
- YRRTC is proposing the development of a Park and Ride facility on the Site, in support of the Bus Rapid Transit (BRT) system on Highway 7 and Enterprise Boulevard. In addition, YRRTC is interested in assessing the Site with regard to building development that might be integrated with the Park and Ride facility.
- Accordingly, YRRTC is issuing an RFP to solicit Environmental, Planning, and Engineering Services from qualified engineering and planning consulting firms.

## Analysis

### ***A Park & Ride study identifying the Warden location as potential park n' ride site was completed in 2010 and updated in 2015***

- A Park & Ride study was completed by the BA Group in 2010 identifying the Region-owned Warden site as a potential Park & Ride facility.
- The property is located on the west side of Warden Avenue, just north of Highway 407 (opposite Enterprise Boulevard), in the City of Markham.
- The Park n' ride study was updated in 2015, which confirms the Warden site is a viable Park & Ride facility.

### ***A Request for Proposal (RFP) for engineering, design, construction and governance for the Warden site issued in 2015 received no bids***

- RFP-15-062 was issued in 2015, and contained a broad scope which included engineering services, design, construction, and governance for the site.
- The issued RFP did not receive any bids, and in consultation with YRRTC's Owners Engineer (OE), the scope of work was recommended to be divided into phases.

### ***After a review of the work program, the scope of work has been adjusted and the engineering services work will be completed as a separate assignment***

- A Request for Proposal (RFP) for Engineering Services has been prepared.
- The scope of work includes site investigations to understand geotechnical, environmental, flood plain limits, and other existing site conditions.
- Consultation with permitting and approval stakeholders as well as related and ongoing studies will be part of the scope of work.
- Once results of the engineering constraints of the site are understood a recommendation will be brought to the Board as next steps to maximize the site's value for the Region.

### ***Delegated authority to award the RFP for Engineering Services will expedite the contract award***

- Due to the seasonal nature of the geotechnical work that is part of the Engineering Services RFP, delegated authority is required to expedite the award of the RFP for Engineering Services.
- It is recommended that the Board authorize the President, York Region Rapid Transit Corporation to execute all agreements, arrangements and memorandums of understanding (including amendments thereto) related to procurement of the Warden Site Development Assessment RFP, including without limitation, undertaking required procurement processes and awarding and executing the

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contracts, administering the contracts, and such other steps necessary or ancillary thereto.

**Financials**

***Funds for the Park ‘n’ Ride Project are included in the Regional Capital Budget under the Facilities & Terminals program and are funded by the Region***

- The 2017 Capital Spending Authority for the Facilities & Terminals program is \$219.9M, of which, the *Park ‘n’ Ride project* is \$6.5M – after reallocation of dollars to Cornell Terminal per Board Report of May 18, 2017.
- The table below shows a breakdown of the 2017 Capital Spending Authority.

Projects	2017 Capital Program* \$Millions	2017 Capital Spending Authority (CSA) * \$Millions
OMSF	\$135.5	\$0.0
Cornell Terminal	\$36.8	\$25.1
SmartCentres Place VMC Bus Terminal **	\$41.1	\$32.8
Park 'n' Ride	\$6.5	\$5.5
<b>Total Facilities &amp; Terminals</b>	<b>\$219.9</b>	<b>\$63.4</b>

\* 2017 Capital Budget book pg. 279 adjusted per Cornell Bus Terminal Project Update Board Report dated May 18, 2017

\*\*Milway Avenue no longer part of the SmartCentres Place project in 2018

- The cost for Engineering Services for the Warden Site Development assessment is estimated at \$750,000 – this is within the 2017 Capital Spending Authority \$5.5M.

**Conclusion**

- The Warden site has been identified as a potential park n’ ride location in Markham through the Park n’ Ride studies.
- A previous RFP for a combination of engineering, design, construction and governance of the Warden Site Development did not receive any bids.
- Staff have revised the scope of work to separate engineering investigations from market sounding work.
- The RFP for Engineering Services for the Warden Site Development is expected to be ready to award at the end of Q2 2017.
- Securing the Board’s authorization to allow the President, YRRTC to award the Engineering Services RFP for the Warden Site Development will allow the project to move forward over the summer.

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- Once results of the engineering and market sounding studies are available, a recommendation will be brought to the Board as next steps to maximize the site's value for the Region.

For more information on this report, please contact Raj Mohabeer, Design Chief, York Region Rapid Transit Corporation at 905-886-6767, Ext. 71028.

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Mary-Frances Turner  
President

June 9, 2017  
YORK -#7568226