

CITY OF WHITEHORSE – STANDING COMMITTEES

Tuesday, July 4, 2023 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS

DELEGATIONS

1. Myryja Friesen, Compassion Yukon – Accessibility Olympics Review
2. Brenda Morrison – Eugene Avenue to Witchazel Drive Traffic Issues
3. Florian Boulais – Conveying Urgency and Importance of FireSmart Work

CITY OPERATIONS COMMITTEE

1. New Business

COMMUNITY SERVICES COMMITTEE

1. Arctic Winter Games 2026 Hosting Opportunity
2. New Business

PUBLIC HEALTH AND SAFETY COMMITTEE

1. New Business

CORPORATE SERVICES COMMITTEE

1. Semi-Annual Procurement Report (January – June 2023) – For Information Only
2. Commencement Report and Budget Amendment – Transit Hub
3. Commencement Report – City Hall Energy Efficiencies
4. Budget Amendment – Range Road and McIntyre Creek Crossing Repair
5. New Business

CITY PLANNING COMMITTEE

1. New Business

DEVELOPMENT SERVICES COMMITTEE

1. New Business

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



Chair: Dan Boyd

Vice-Chair: Jocelyn Curteanu

July 4, 2023

Meeting #2023-13

1. New Business

CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Michelle Friesen

Vice-Chair: Kirk Cameron

July 4, 2023

Meeting #2023-13

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1. Arctic Winter Games 2026 Hosting Opportunity
Presented by Krista Mroz, Director of Community Services
 2. New Business

ADMINISTRATIVE REPORT

TO: Community Services Committee
FROM: Administration
DATE: July 4, 2023
RE: Arctic Winter Games 2026 Hosting Opportunity

ISSUE

Hosting the 2026 Arctic Winter Games (the Games, or AWG).

HISTORY

The Games is a high profile circumpolar youth sport competition for northern and arctic athletes that provides an opportunity to strengthen sport development, promote the benefits of sport, build partnerships, and highlight culture and values of northern regions around the world.

Typically held on a two-year rotational basis, the Games occur for the regions of Alaska, Northwest Territories, Nunavut, Northern Alberta, and the Yukon, and have also been hosted in Nuuk, Greenland. The Yukon was set to co-host in 2020, but the Games were cancelled shortly before the event due to onset of the COVID pandemic. The normal rotation would have seen the 2026 games in Yamal, Russia, however due to the conflict involving Russia and Ukraine, the Arctic Winter Games International Committee (AWGIC) suspended Yamal's participation, resulting in the absence of a host.

The Northwest Territories, originally slated to host the Games in 2028, were approached with the possibility of advancing their hosting role but declined the opportunity.

In June 2023, the Yukon Government (YG) received a letter from the AWGIC with an invitation to consider the possibility of the Yukon, particularly the City, hosting the Games in 2026. A response to the AWGIC indicating an intent to host is required by July 31, 2023.

Although the City hasn't been formally asked to host the Games, the community has significant experience holding multi-sport events, having hosted the 2007 Canada Winter Games, 2012 Arctic Winter Games, and were preparing to co-host the 2020 AWG.

The Games is an important opportunity for the approximately 3000 young athletes, coaches, officials and is key to sport development in the Yukon and circumpolar north, and can generate significant economic impact. The 2020 Arctic Winter Games was expected to contribute approximately \$5.7 million to Yukon's economy, and that number is expected to increase for 2026.

If the City agrees to host the Games, they would enter into negotiations to sign a contract with the AWGIC, and begin the process of forming a Host Society to deliver the Games.

The role of the Host Society is to stage the Games, and includes responsibilities such as developing a budget, securing sponsorships, coordinating logistics and transportation, and selecting sports and cultural events. The Host Society would be comprised of a Board of Directors, salaried employees, and the many volunteers that help deliver the Games. The role of the Society's Board of Directors is to approve major decisions in accordance with AWGIC policies and standards, and this board would consist of representatives from the City, community and YG.

ALTERNATIVES

1. Advise YG that Whitehorse is prepared to host the 2026 AWG, subject to confirmation of YG commitments, and authorize Administration to enter into contract negotiations with the AWGIC; or
2. Advise YG that the City is not willing to consider hosting the 2026 AWG.

ANALYSIS

In Canada, Host Societies normally receive grants from the Government of Canada (Heritage Canada-Sport Canada), together with territorial governments, and host municipalities, which may include in-kind donations. In recent years, the cost of hosting the Games has ranged from \$7 million to more than \$13 million. Using information from 2020 AWG budget and audited financial statements, it is estimated that the 2026 Games could cost approximately \$9.55 million, reflecting a 22% increase over budgeted costs for 2020.

This estimate includes a cash contribution of \$250,000 from the City, in addition to a \$500,000 contribution of in-kind support from the City for use of facilities and staff time.

The City's cash contribution is consistent with previous years, and would come forward for approval under the budget process.

Preliminary Cost Estimates			
Revenues	Cash	In Kind	TOTAL
Federal Operating Grant	\$1,550,000	N/A	\$1,550,000
Territorial Operating Grant	\$4,000,000	\$350,000	\$4,350,000
Municipal Operating Grant	\$250,000	\$500,000	\$750,000
Additional Revenues (sales, sponsorship, etc..)	\$2,250,000	\$650,000	\$2,900,000
TOTAL			\$9,550,000

\$9.55 million represents an early preliminary budget and the amounts indicated could change depending the funding provided by both the Federal and Territorial Governments, any additional revenues and market challenges. The final budget would be developed by the Host Society once formed.

If Council is willing to proceed, the next step would be to advise YG that the City will consider hosting the Games subject to YG committing to provide \$4 million in funding, plus in-kind staff support as required by the Host Society. YG would also have to commit to underwrite any deficit incurred by the Host Society in order for the City to agree to host the Games. These commitments would need to be confirmed by July 28, 2023, prior to the AWGIC deadline at the end of July. This timeframe still allows time for discussion and negotiation including sport selection and any other area within the contract developed with the AWGIC and with the Host Society once it is formed.

ADMINISTRATIVE RECOMMENDATION

THAT Council advise Yukon Government that the City is prepared to host the 2026 Arctic Winter Games, subject to receipt of Yukon Government financial and other commitments by July 28, 2023; and

THAT Council authorizes Administration to enter into negotiations with the AWGIC.

CITY OF WHITEHORSE
PUBLIC HEALTH AND SAFETY COMMITTEE
Council Chambers, City Hall



Chair: Jocelyn Curteanu

Vice-Chair: Mellisa Murray

July 4, 2023

Meeting #2023-13

1. New Business

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Kirk Cameron

Vice-Chair: Ted Laking

July 4, 2023

Meeting #2023-13

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1. Semi-Annual Procurement Report (January – June 2023) – For Information Only
Presented by Svetlana Erickson, Manager, Financial Services
 2. Commencement Report and Budget Amendment – Transit Hub
Presented by Peter O’Blenes, Manager, Property Management
 3. Commencement Report – City Hall Energy Efficiencies
Presented by Peter O’Blenes, Manager, Property Management
 4. Budget Amendment – Range Road Infrastructure and McIntyre Creek Crossing
Repairs
Presented by Taylor Eshpeter, Manager, Engineering Services
 5. New Business

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: July 4, 2023
RE: Semi-Annual Procurement Report (January – June 2023) – *For Information Only*

ISSUE

Semi-annual procurement update.

REFERENCE

- [Procurement Policy 2020-03](#)
- Appendix A – 2023 Semi-Annual Procurement Report (January – June)

HISTORY

In accordance with section 3.5.2 of the Procurement Policy, Administration is required to provide publicly to Council a semi-annual update on procurement projects, including:

- Contract awards with a value of \$100,000 and over;
- Procurements with a value of over \$100,000 that have incorporated requirements related to economic, social and/or environmental sustainability in their solicitation documents;
- Procurements for which authority has been delegated to the City Manager pursuant to section 3.1.2 of this policy;
- Non-Competitive, single source or sole source procurements with a value over \$50,000;
- Emergency procurements, including their value;
- Contract extensions or renewals where the original contract contains no option for renewal, describing how the extension or renewal conforms to the requirements of this policy; and
- Instances of non-compliance with the policy and ensuing actions taken in each instance.

ANALYSIS

Appendix A includes detailed listings of procurements for the first half of 2023 from January 1 to June 30, 2023 as required under the Procurement Policy. There were no procurements with a value of over \$100,000 that have incorporated requirements related to economic, social and/or environmental sustainability in the solicitation documents, no procurement for which authority had been delegated to the City Manager, and no contract extensions/renewals. There were no instances of non-compliance during this time period.

APPENDIX A
CITY OF WHITEHORSE
2023 SEMI-ANNUAL PROCUREMENT REPORT (JANUARY - JUNE)

OPEN-COMPETITIVE PROCUREMENT WITH VALUE OVER \$100,000

DEPARTMENT	AWARD DATE	AWARDED VENDOR	DESCRIPTION OF ACQUISITION	SOLICITATION DOCUMENT #	CONTRACT AMOUNT
Engineering Services	03/15/23	Associated Engineering	Construction services to replace crosstown watermain portion at Two Mile Hill & Chilkoat Way	RFP 2023-001	\$ 295,795
Engineering Services	03/03/23	Urban Systems	Completion of a corridor study along Quartz Road, preliminary engineering of geometric improvements and design for traffic signals at Two Mile Hill and Industrial intersection	RFP 2023-006	129,961
Engineering Services	04/14/23	Stantec Architecture	Engineering services for the detailed design of watermain network improvements in Crestview	RFP 2023-008	445,948
Engineering Services	04/13/23	Precision Services	Construction services for the replacement and commissioning of drinking water pump at Well	RFT 2023-016	270,527
Engineering Services	06/19/23	Tetra Tech Canada	Engineering services to develop a new pavement management system and complete condition inspections and assessments	RFP 2023-027	211,430
Engineering Services	05/31/23	Norcope Enterprises	Construction services to re-align Takhini sanitary trunk main, along with upsizing for future growth	RFT 2023-048	6,851,177
Engineering Services	05/03/23	Copperbelt Construction	Construction services to complete sidewalk crossings at the Jack Hulland School zone and Two Mile Hill at Canadian Tire	RFT 2022-092	336,835
Fleet & Transportation	03/06/23	Finning Canada	Supply and delivery of two (2) loaders for snow and ice control	RFP 2023-007	1,060,000
Fleet & Transportation	03/06/23	Finning Canada	Supply and delivery of two (2) motor graders for snow and ice control	RFP 2023-009	1,250,000
Fleet & Transportation	02/15/23	Inland Kenworth	Supply and delivery of two (2) class 8 dump trucks for snow and ice control	RFT 2023-010	673,575
Fleet & Transportation	03/06/23	PSE Equipment	Supply and delivery of one (1) ride-on sweeper	RFT 2023-011	134,553
Fleet & Transportation	04/17/23	Nuway Crushing	Supply of crushing services for 20mm crushed gravel	RFT 2023-013	110,600
Fleet & Transportation	04/17/23	NSC Minerals	Supply and delivery of road salt	RFT 2023-014	219,000
Fleet & Transportation	04/17/23	Terus Construction	Supply and delivery of winter road sand	RFT 2023-015	328,400
Fleet & Transportation	03/31/23	Gerry's Trailer Sales	Supply and delivery of two (2) end dump trailers for snow and ice control	RFT 2023-017	169,400
Fleet & Transportation	03/30/23	Chilkoat Equipment	Supply and delivery of two (2) loaders for snow and ice control	RFT 2023-022	164,424
Fleet & Transportation	03/31/23	Kendrick Equipment	Supply and delivery of one (1) municipal sidewalk tractor for snow and ice control	RFT 2023-023	210,945
Fleet & Transportation	06/15/23	Dynamic Special Vehicles	Supply and delivery of one (1) handy bus	RFT 2023-030	312,234
Fleet & Transportation	05/05/23	Metro Chrysler	Supply and delivery of two (2) 1-ton dump trucks for snow and ice control	RFT 2023-033	267,348
Fleet & Transportation	05/12/23	Metro Chrysler	Supply and delivery of three (3) 1/2-ton pickup trucks with canopies	RFT 2023-035	235,755
Fleet & Transportation	05/25/23	Tait's Custom Trailers	Supply and delivery of one (1) heavy trailer with 53' triple sliding axle tilt low body	RFT 2023-039	245,634
Fleet & Transportation	06/02/23	Klondike Chevy Buick	Supply and delivery of one (1) 1-ton stake side flat deck truck	RFT 2023-045	100,862
Fleet & Transportation	06/15/23	Metro Chrysler	Supply and delivery of three (3) 1/2-ton pickup trucks with service bodies	RFT 2023-047	469,140
Property Management	04/13/23	BCD Electric	Energy and operational upgrades as the Parks department transitions to 139 Tlingit	RFT 2023-005	468,689
Property Management	05/26/23	WildStone Construction	Modification of the mechanical heating system in the Operations Building	RFT 2023-024	398,465
Water & Waste Services	04/13/23	BluMetric Environ	Consulting services to perform a hydrogeological, storm and drainage study for Takhini North	RFP 2022-090	135,535
Water & Waste Services	03/28/23	WSP Canada	Professional services to perform the 2023-2025 Waste Management Facility water monitoring program	RFP 2022-094	207,468
Water & Waste Services	05/18/23	Big Truck Rentals	Contract services to support collection of large volume organic waste containers	RFT 2023-038	118,400
Water & Waste Services	06/19/23	Takhini Valley Contracting	Contracting services for the transfer of dried boisolids for disposal	RFT 2023-049	162,718
TOTAL OPEN-COMPETITIVE PROCUREMENT					\$ 15,984,817

**APPENDIX A
CITY OF WHITEHORSE
2023 SEMI-ANNUAL PROCUREMENT REPORT (JANUARY - JUNE)**

NON-COMPETITIVE PROCUREMENT - SINGLE SOURCE PROCUREMENT

DEPARTMENT	AWARD DATE	AWARDED VENDOR	DESCRIPTION OF ACQUISITION	JUSTIFICATION	CONTRACT AMOUNT
Fleet & Transportation	05/05/23	Yukon Government	Street line painting	It is advantageous to the City to acquire the deliverables directly from another public body or public service body	\$ 70,000
Property Management	01/05/23	The Beaver Contracting	Re-tiling of CGC lap pool and steam room	An attempt to acquire the required deliverables using a competitive procurement process has been made in good faith, but has failed to identify one willing and compliant	499,270
Water & Waste Services	05/16/23	Urban Recycling	Scrap metal removal	An attempt to acquire the required deliverables using a competitive procurement process has been made in good faith, but has failed to identify one willing and compliant	330,000
Water & Waste Services	06/15/23	Stantec Architecture	Design bypass specifications and recommend size of pumps required at Lift #1, #3 and Marwell Lift stations	The nature of the requirement is such that it would not be in the public interest to solicit competitive bids	93,500
Water & Waste Services	06/15/23	Associated Engineering	Hydrant maintenance for Riverdale, Downtown, and Marwell	An attempt to acquire the required deliverables using a competitive procurement process has been made in good faith, but has failed to identify one willing and compliant	171,360
TOTAL SINGLE SOURCE PROCUREMENT					\$ 1,164,130

NON-COMPETITIVE PROCUREMENT - SOLE SOURCE PROCUREMENT

DEPARTMENT	AWARD DATE	AWARDED VENDOR	DESCRIPTION OF ACQUISITION	JUSTIFICATION	CONTRACT AMOUNT
Engineering Services	04/20/23	Atco Electric Yukon	Installation of street lights	The deliverables are available from only one supplier by reasons of statutory or market-based monopoly	\$ 62,475
Water & Waste Services	02/06/23	Xylem Inc.	Purchase of pump and pump spares for Wyvern lift and Lift #3 of wastewater collection system	There is a need for compatibility with deliverables previously acquired	156,139
Water & Waste Services	03/31/23	Centrix Control Solutions	Purchase of clortec electrolytic cell assembly	The deliverable is unique to one supplier and no alternative or substitute exists	55,742
Water & Waste Services	04/18/23	Industrial Electrics Services	Purchase of two dry pumps	There is a need for compatibility with deliverables previously acquired	61,000
Water & Waste Services	04/20/23	Atco Electric Yukon	Installation of street lights	The deliverables are available from only one supplier by reasons of statutory or market-based monopoly	62,475
TOTAL SOLE SOURCE PROCUREMENT					\$ 397,831

EMERGENCY PROCUREMENT

DEPARTMENT	AWARD DATE	AWARDED VENDOR	DESCRIPTION OF ACQUISITION	BASIS OF DETERMINATION OF EMERGENCY	CONTRACT AMOUNT
Engineering Services	03/13/23	GeoPrevent	Rental of escarpment slope scanner	To provide critical data for geotechnical engineers to make decisions pertaining to the landslides along Robert Service Way	\$ 115,000
Engineering Services	03/24/23	Norcope Construction Group	Takhini temp bypass extension	To mitigate the high risk of potential landslide around the 2022 tension crack on the escarpment at the north end of the Takhini subdivision	153,611
Engineering Services	03/31/23	Industrial Electric Services	Takhini temp bypass extension_ electrical	To mitigate the high risk of potential landslide around the 2022 tension crack on the escarpment at the north end of the Takhini subdivision	91,294
Engineering Services	06/19/23	Arctic Backhoe	Repair of retaining wall adjacent to Range Road at McIntyre Creek	To mitigate the risk of retaining wall and slope failure at Range Road and McIntyre Creek	86,900
TOTAL EMERGENCY PROCUREMENT					\$ 446,805

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: June 19, 2023
RE: Commencement Report and Budget Amendment – Transit Hub

ISSUE

Council approval for commencement of the procurement for design and construction of the downtown Transit Hub and approval of a budget amendment.

REFERENCE

- [Procurement Policy 2020-03](#)
- [2023-2026 Capital Expenditure Program – 360c00923 Transit Hub](#)

HISTORY

In accordance with Section 3.1.1 of the Procurement Policy, Council authorization is required prior to the commencement of procurements with an estimated value of \$500,000 or more and of procurements less than \$500,000 that are deemed to be of significant risk, involve security concerns or may be of significant community interest. This procurement is anticipated to be over \$500,000.

Through part of 2022 and early into 2023, Administration worked with a consultant to conduct a feasibility study to analyze the old Fire Hall #1, located adjacent to the existing City Hall, to see if it could be repurposed into a Transit Hub complete with public washrooms.

Partial funding for the Transit Hub is included in the approved 2023-2026 Capital Expenditure Program. Initial funding from the Investing in Canada Infrastructure Program (ICIP) has been secured with a Transfer Payment Agreement in place.

ALTERNATIVES

1. Authorize Administration to commence the procurement for the downtown Transit Hub and amend the 2023 to 2026 Capital Expenditure Program as recommended; or
2. Refer project consideration back to Administration for further analysis.

ANALYSIS

The consultant's review of the old Fire Hall #1 confirmed that the cost to upgrade would exceed the cost of demolishing the building and constructing new.

The current existing budget approved for the downtown Transit Hub is \$900,000. However, in order to demolish and replace the structure with a new Transit Hub complete with public washrooms, public waiting area, administrative space and food kiosk area, the new total budget for this project is anticipated to be \$2,800,000.

This project is eligible for funding through ICIP's Public Transit Stream, which the City typically uses to fund transit buses replacements and refurbishments. The City has also

submitted an application for Rural Transit Solution Fund, which if successful, would allow ICIP funding to be potentially reallocated to other City projects. Administration anticipates the complete project will be covered by external grant funding.

PURCHASING

An RFP will be issued publicly. The contract will be evaluated and awarded based on a combination of technical and organizational competence, price, and local context. The lowest-priced proposal is not guaranteed to be awarded the contract.

Procurement Policy Principles

Compliance: The RFP will follow City policy and procedures for procurements.

Supplier Access, Transparency, and Fairness: The RFP will be publicly available on the City’s e-procurement platform, www.whitehorse.bonfirehub.ca

Best Value: The RFP will be publicly advertised and awarded to the lowest compliant bidder that can meet the specifications set by the City.

Efficient and Effective Procurement: The procurement of construction services for vertical infrastructure has been successfully completed numerous times by the City.

Local Procurement: Local contracting expertise is known to exist for this type of work.

Sustainable Procurement: A new heating system will be required for this project with the primary focus being on energy efficient and limited fossil fuel usage. This system may be shared with the new City Hall heating unit.

Tentative Project Schedule

Item	Proposed date(s)
Issue solicitation document	August 2023
Issue Purchase Order/Contract	September 2023
Start of Project Construction	May 2024
Substantial Performance	August 2025
Total Completion	October 2025

ADMINISTRATIVE RECOMMENDATION

THAT Administration be authorized to commence the procurement for the Transit Hub project; and

THAT Council direct that Bylaw 2023-22, a bylaw to amend the 2023 to 2026 Capital Expenditure Program by increasing the 2023 budget for project 360c00923 Transit Hub in the amount of \$1,900,000, funded from the Capital Reserve until external grant funding has been confirmed, be brought forward for consideration under the bylaw process.

CITY OF WHITEHORSE

BYLAW 2023-22

A bylaw to amend the 2023 to 2026 Capital Expenditure Program Bylaw 2022-41

WHEREAS Section 238 of the *Municipal Act* (R.S.Y. 2002) provides that Council shall by bylaw adopt an Annual Operating Budget and a multi-year Capital Expenditure Program; and

WHEREAS Section 241 of the *Municipal Act* provides that no expenditure shall be made which increases total expenditures above what was approved in the Annual Operating Budget or the Capital Budget unless such expenditure is approved by bylaw; and

WHEREAS it has become necessary to increase the 2023 Capital Budget to provide for funding approved associated with the Transit Hub;

NOW THEREFORE the Council of the Municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. The 2023 to 2026 Capital Expenditure Program is hereby amended by increasing the 2023 Capital Budget in the amount of \$1,900,000 to provide additional approved funding for the Transit Hub project.
2. This bylaw shall come into full force and effect upon final passing thereof.

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: July 4, 2023
RE: Commencement Report – City Hall Energy Efficiencies

ISSUE

Council approval for the commencement of the procurement for design and construction of the City Hall Energy Efficiencies project.

REFERENCE

- [Procurement Policy 2020-03](#)
- [2023-2026 Capital Expenditure Program 360c00823 City Hall Energy Efficiencies](#)

HISTORY

In accordance with Section 3.1.1 of the Procurement Policy, Council authorization is required prior to the commencement of procurements with an estimated value of \$500,000 or more and of procurements less than \$500,000 that are deemed to be of significant risk, involve security concerns or may be of significant community interest. This procurement is anticipated to be over \$500,000.

In early 2022, Administration released a Request for Tender (RFT) for the construction of the all-in-one administration building at City Hall. The City subsequently cancelled the tender as the low bid was 35% over the approved budget.

Throughout the remainder of 2022 and early into 2023 Administration worked with a consultant to conduct a feasibility study to upgrade the building envelope and other energy efficiencies to the existing City Hall and to produce a Class D estimate of the potential renovation and upgrade costs.

Funding for the City Hall Energy Efficiencies project is included in the approved 2023-2026 Capital Expenditure Program. Small Communities Funds (SCF) are secured and a Transfer Payment Agreement is in place for this portion of the project with the remainder budgeted to come from City reserves.

ALTERNATIVES

1. Authorize Administration to commence the procurement for the City Hall Energy Efficiencies; or
2. Refer project consideration back to Administration for further analysis.

ANALYSIS

Recommendations from the consultant with respect to City Hall indicated that the energy efficiencies as well as the building structural improvements can be realized particularly for the 1967 portion of the existing facility.

The total approved budget for project 360c00823 is \$8,390,000.

PURCHASING

An RFP will be issued publicly. The contract will be evaluated and awarded based on a combination of technical and organizational competence, price, and local context. The lowest-priced proposal is not guaranteed to be awarded the contract.

Procurement Policy Principles

Compliance: The RFP will follow City policy and procedures for procurements.

Supplier Access, Transparency, and Fairness: The RFP will be publicly available on the City's e-procurement platform, www.whitehorse.bonfirehub.ca

Best Value: The RFP will be publicly advertised and awarded to the lowest compliant bidder that can meet the specifications set by the City.

Efficient and Effective Procurement: The procurement of construction services for vertical infrastructure has been successfully completed numerous times by the City.

Local Procurement: Local contracting expertise is known to exist for this type of work.

Sustainable Procurement: A new heating system will be required for this project with the primary focus being on energy efficient and limited fossil fuel usage.

Tentative Project Schedule

Item	Proposed date(s)
Issue solicitation document	August 2023
Issue Purchase Order/Contract	September 2023
Start of Project Construction	July 2024
Substantial Performance	December 2025
Total Completion	January 2026

ADMINISTRATIVE RECOMMENDATION

THAT Administration be authorized to commence the procurement for the City Hall Energy Efficiencies project.

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: July 4, 2023
RE: Budget Amendment – Range Road and McIntyre Creek Crossing Repair

ISSUE

A budget amendment is needed for the Range Road and McIntyre Creek Crossing Repair to address a portion of the retaining wall and water chamber that are failing.

REFERENCE

- [2023 to 2026 Capital Expenditure Plan](#)
- [Procurement Policy 2020-03](#)

HISTORY

During routine inspections in the spring of 2023, City crews discovered localized failure of the gabion basket wall (the caged rock retaining wall) and a water chamber at the Range Road and McIntyre Creek crossing. This crossing was installed in 2011 as part of the construction of the Whistle Bend watermain supply line project. This spring, an inspection noted that there was significant erosion and scouring that resulted in the failure of the gabion basket wall. The cause of the infrastructure failure is currently under investigation. Urgent repairs are required in the short term to stabilize the retaining wall and reposition the water chamber to protect the surrounding infrastructure.

ALTERNATIVES

1. Amend the 2023-2026 Capital Expenditure Plan and approve a new capital project for construction services for Range Road and McIntyre Creek Crossing Repair; or
2. Refer the matter back to Administration for further analysis.

ANALYSIS

Repairs to the retaining wall and water chamber are required immediately to address the infrastructure failure.

The repair to the water chamber consists of removing the existing chamber, sub-cutting the underlying soils and rebuilding the foundation with drainage rock. With respect to the retaining wall, the erosion and scouring has accelerated this spring to the point that the wall has failed in one location.

Until the root cause of the infrastructure failure can be determined, Administration recommends an interim repair that consists of the placement of oversized rocks placed against the existing wall to add additional support to the existing wall. This is a low cost repair that will allow Administration to assess and plan for a more robust improvement in the future.

If this work is not completed at this time, there is a high risk that the earth embankment for Range Road could be compromised, resulting in impacts to the roadway structure.

Additionally, without the interim repairs, it is likely that the retaining wall would continue to deteriorate rapidly and eliminate the opportunity to do a short term, low-cost repair and instead a full replacement would likely be required within a short timeframe. Additional assessment and engineering design will be required within the next few years.

An emergency procurement, as per the Procurement Policy, was initiated to commence the repair. Construction has started. These expenditures now need budgetary authority.

ADMINISTRATIVE RECOMMENDATION

THAT Council amend the 2023-2026 Capital Expenditure Plan and approve the creation of a new capital project for Range Road and McIntyre Creek Crossing Repair in the amount of \$100,000, funded by the Capital Reserve.

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Ted Laking

Vice-Chair: Michelle Friesen

July 4, 2023

Meeting #2023-13

1. New Business

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Mellisa Murray

Vice-Chair: Dan Boyd

July 4, 2023

Meeting #2023-13

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1. New Business