



Committee of the Whole Excerpts
July 9, 2024

COLLEGE ROAD EMERGENCY ACCESS EXCERPT

Currently, there is no designated emergency access off College Road, besides through Kings Edgehill Property. This has been a concern for a long time, however with the construction of the new Dykeland Lodge starting in spring 2024, along with all the existing houses and The Manning Seniors Apartments, this secondary road has become a priority.

On May 31, 2024, a request for proposals was issued for Engineering services for the Emergency or Secondary Access Road off College Road. The objective of the RFP was to retain a consultant to explore options as outlined in the RFP document.

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL APPROVE THE AWARD OF RFP WHRMPW24-07 FOR ENGINEERING SERVICES FOR AN EMERGENCY OR SECONDARY ACCESS ROAD OFF COLLEGE ROAD CONTRACT TO EXP FOR THE PRICE OF \$28,685.00 PLUS APPLICABLE TAXES, TO BE FUNDED THROUGH THE REGIONAL OPERATING RESERVE.



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Committee of the Whole

Submitted by: _____
Todd Richard, Director, Public Works

Date: July 9th, 2024

Subject: Award – Engineering Services for College Road Emergency or Secondary Access

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act, Section 23 authorizes Council to make policies for municipal purposes.

RECOMMENDATION or DECISION REQUEST

Committee of the Whole to recommends to Council that:

Council approve the award of RFP WHRMPW24-07 for Engineering services for an Emergency or Secondary Access Road off College Road contract to EXP for the price of \$28,685.00 plus applicable taxes, to be funded through the regional operating reserve.

BACKGROUND

Property ☒	Public Opinion ☒	Environment ☐	Social ☒	Economic ☒	Councillor Activity ☐
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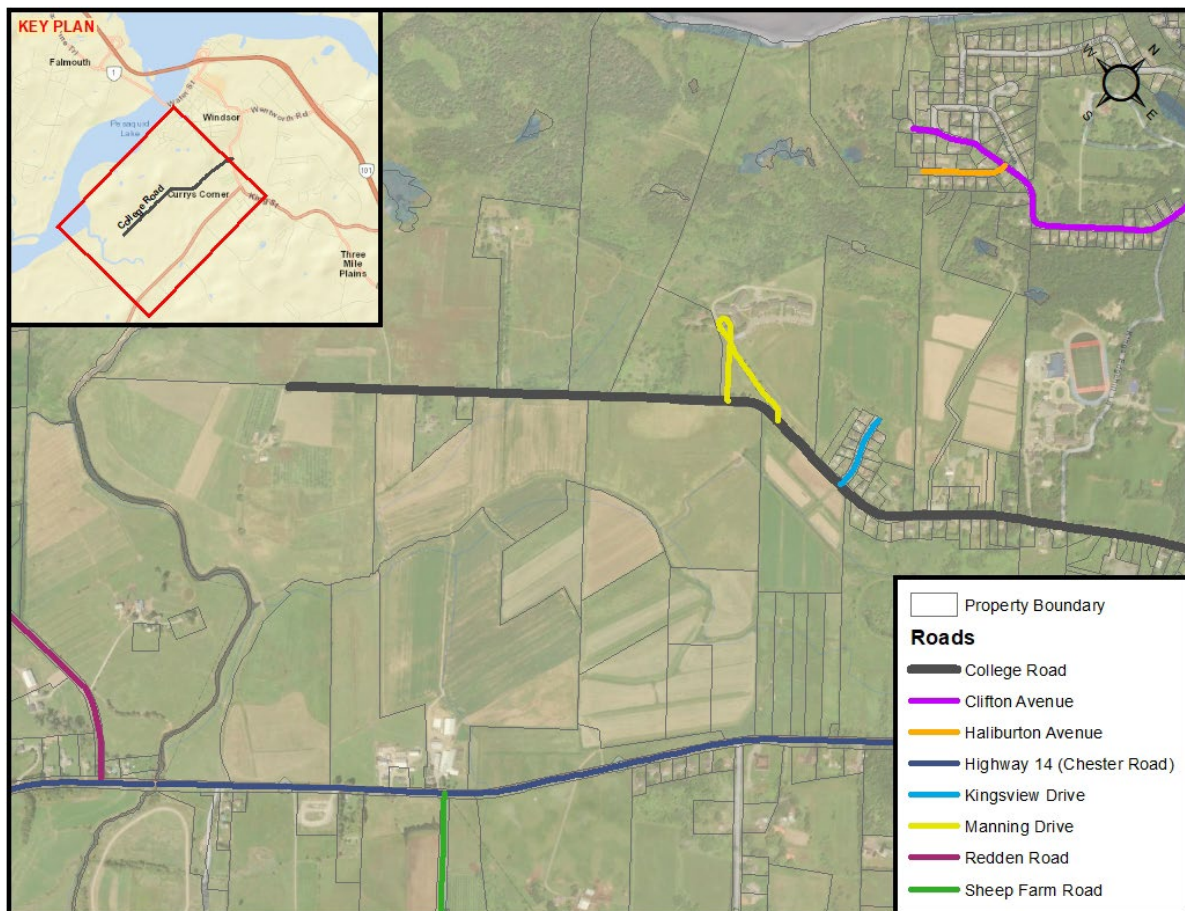
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DISCUSSION

On May 31, 2024, a request for proposals was issued for Engineering services for the Emergency or Secondary Access Road off College Road. The Municipality requested proposals from Standing Offer proponents; CBCL, EXP, WSP & Design Point, to provide support from initial concept to preliminary design. The objective of the RFP was to retain a consultant to explore options as outlined in the RFP document, but not limited to:

- Road locations in areas with land that could be developed for potential building lots and built to municipal road specifications.
- Connection to Redden Road
- Connection to Chester Road near or through the section of Sheep Farm Road
- Connection to Haliburton or Clifton along the south property line of The Manning

Areas to the southeast of College Road are within the Martock Marsh Body and may present challenges for construction due to conditions and regulatory restrictions. Part of the scope will be to investigate these issues and see if it is feasible to construct a road that would be passable year-round.



Request was for pricing and proposal to provide the following as needed for the development of options to be considered by Council during Summer 2024:

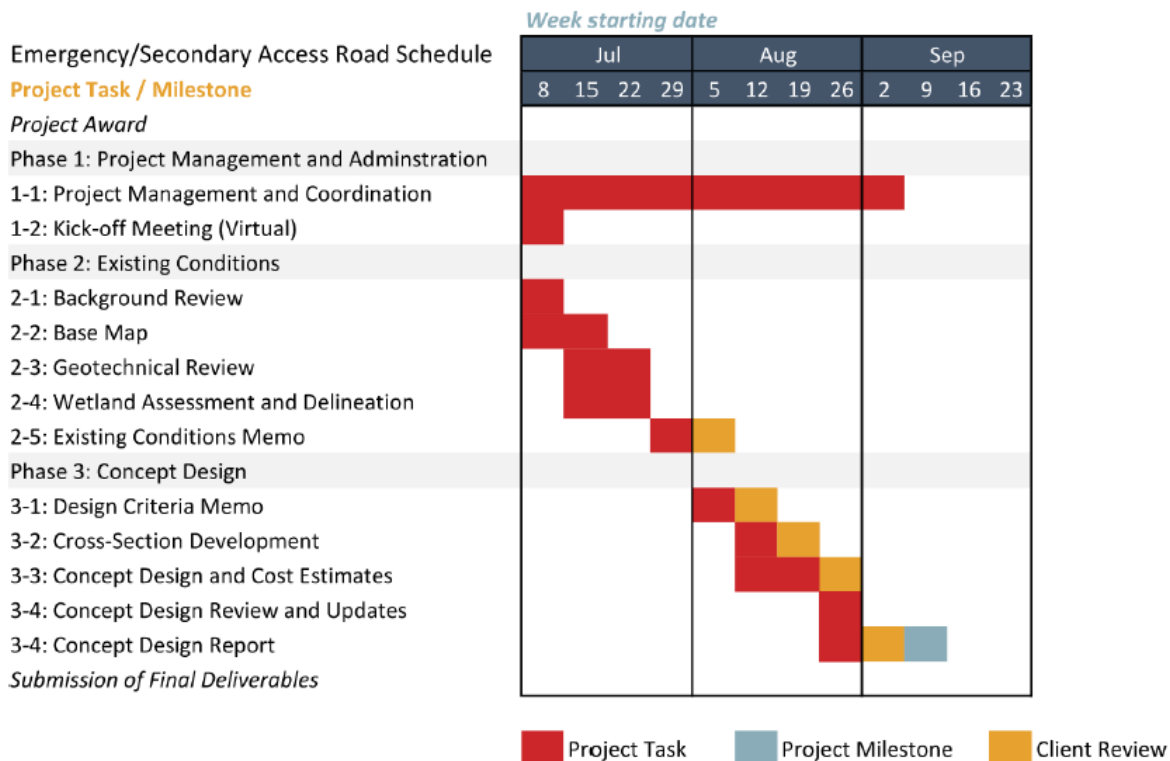
- Project Administration / Management
- Topographic Survey and Utility Investigation
- Wetland Assessment and Delineation and review of Marsh Body Regulations
- Conceptual Design Options and Class “D” Estimates for both emergency access road standard and a full municipal standard road, as per our Municipal Services Specification.

The competition closed on June 27, 2024, and there were three proposals submitted – Design Point, EXP and WSP. All proposals exhibited a thorough understanding of the project requirements. Evaluation was two part and consisted of the following:

- Proposed Options & Project Plan (Understanding of the Project) 75 pts
- Proposal Cost 25 points

Proposals were reviewed by a team of three evaluators from Public Works. EXP placed first for both price and Understanding of the project (average of three evaluators). This firm has extensive relatable experience, a very knowledgeable team, a history working on similar projects (emergency access roads in HRM) and has worked with West Hants Municipality for a number of years on multiple projects.

Below is the proposed project schedule and steps to complete from EXP that meet the requirements in the RFP:



NEXT STEPS

Upon approval by Council, staff would award this design option exploration to EXP for \$28,685 plus applicable taxes.

FINANCIAL IMPLICATIONS

Procurement Timeline:

Posted to Procurement	May 31, 2024
Closing Date	June 27, 2024
Price Expiry Date	August 26, 2024
Days Remaining	49 Days

At this time there is no approved budget for the Secondary/Emergency exit from College Road, and therefore no funding source has been identified. There is capacity within the regional operating reserve to fund this project, which keeps it inline with other design projects already approved in the 2024-25 budget.

ALTERNATIVES

n/a

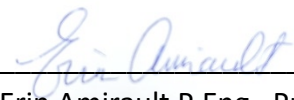
ATTACHMENTS

None

CHIEF ADMINISTRATIVE OFFICER REVIEW

The action carried out to-date by the department and the recommendation is in alignment with the past direction from Council.

I support the recommendation.

Report Prepared by: 
Erin Amirault P.Eng., Project Engineer

Report Reviewed by: 
Todd Richard, Director of Public Works

Report Approved by: 
Mark Phillips, Chief Administrative Officer