Minutes – Executive Policy Committee – February 16, 2011

REPORTS

Minute No. 140 Delegation of Authority - Bridge Inspection and Maintenance Engineering Consultant Assignments not related to a Capital Budget

EXECUTIVE POLICY COMMITTEE DECISION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Infrastructure Renewal and Public Works and approved that the Director of Public Works be delegated the authority to award engineering consultant assignments related to inspection and maintenance of bridge infrastructure up to $100,000.00, without solicitation of competitive bids, where the assignments are not related to a capital project.

DECISION MAKING HISTORY:

Moved by Councillor Vandal,

That the recommendation of the Standing Policy Committee on Infrastructure Renewal and Public Works be concurred in.

Carried

STANDING COMMITTEE RECOMMENDATION:

On February 1, 2011, the Standing Policy Committee on Infrastructure Renewal and Public Works concurred in the recommendation of the Winnipeg Public Service and recommends to the Executive Policy Committee that the Director of Public Works be delegated authority to award engineering consultant assignments related to inspection and maintenance of bridge infrastructure up to $100,000.00, without solicitation of competitive bids, where the assignments are not related to a capital project.

ADMINISTRATIVE REPORT

Issue: **DELEGATION OF AUTHORITY FOR BRIDGE INSPECTION AND MAINTENANCE ENGINEERING CONSULTANT ASSIGNMENTS NOT RELATED TO A CAPITAL BUDGET**

Critical Path: **Standing Policy Committee on Infrastructure Renewal and Public Works and Executive Policy Committee**

AUTHORIZATION

Author	Department Head	CFO	CAO
L. Deane, P. Eng. Manager of Engineering	B.W. Sacher, P. Eng. Director of Public Works	M Geer A/CFO	M Ruta A/CAO

RECOMMENDATIONS

That the Director of Public Works be delegated authority to award engineering consultant assignments related to inspection and maintenance of bridge infrastructure up to $100,000.00, without solicitation of competitive bids, where the assignments are not related to a capital project.

REASON FOR THE REPORT

Executive Policy Committee authorization is required to award consultant assignments exceeding $35,000.00, without competitive bids, when the assignment is not related to a capital project.

IMPLICATIONS OF THE RECOMMENDATIONS

Inspection and maintenance programs for bridge infrastructure, undertaken as part of the Current Operating Budget, require timely and consistent consulting engineering assignments that cannot be achieved within the annual program with a competitive bid process.

HISTORY

On May 12, 2010, the Executive Policy Committee concurred in a recommendation that effective January 1, 2011 consulting assignments exceeding $100,000.00, related to capital projects, and $35,000.00, not related to capital projects, require solicitation of competitive bids unless otherwise authorized by the Executive Policy Committee.

Annually, as part of the Public Works Annual Operating Budget for Bridge Maintenance and Inspections, there is approximately $200,000 identified for Consultant Services and approximately $600,000.00 for Real Property Contracts – Maintenance and Construction, which relates to contracted maintenance.

There are four types of consulting engineering assignments that may be undertaken annually related to inspection and maintenance of bridge infrastructure. These include bridge maintenance, overhead sign support structure maintenance, underwater pier inspections and bridge movement monitoring.

Bridge maintenance assignments relate to the design and contract administration of maintenance projects. This type of work is no different than that undertaken as part of Capital Projects for bridge maintenance except that they are smaller scale. Within the confines of the annual operating budget period, the consultant has to be engaged, inspect the works, recommend repair alternatives, design the repairs, prepare bid opportunities, and undertake contract administration so that the construction works are completed by the end of the calendar year. The work is undertaken on an hourly basis and often has to be reprioritized due to changing needs to meet the Department's maintenance requirements. As the bridge maintenance program needs to be identified early in the year based on immediate maintenance needs, there is no additional time to include a competitive bid process for consulting assignments. These assignments are usually between $90,000.00 and $100,000.00.

Overhead sign support structure maintenance assignments are similar to the bridge maintenance assignments. They involve the same process for the design and contract administration of maintenance works as noted above. One consultant has consistently undertaken this program for the City and has managed the inventory of structures and assisted in developing maintenance programs. They have also undertaken structural analysis of the overhead sign structures when there are proposals to increase sign sizes and worked on vehicular accident damages related to these structures. This program is also subject to changing priorities within the year to meet the City's immediate needs, so the work is undertaken on an hourly basis. These assignments are usually between $30,000.00 and $50,000.00 depending on the volume of work.

Underwater pier inspections require that the work be undertaken by the same consultant annually to ensure the results are consistent. Underwater pier inspections on bridges in the Red and Assiniboine Rivers has to be done by touch due to the murky conditions of the water. Therefore, interpretation of the inspections is very important to ensure we are receiving meaningful information. The solicitation of competitive bids is not compatible with the foregoing. These assignments are undertaken on a lump sum basis and are approximately $50,000.00 annually.

Bridge movement monitoring assignments are done less frequently, but as for the underwater pier inspections require the consistency of having work done by the same consultant who set up the monitoring program. The results have to be assessed over a period of years to determine if a bridge is moving in an unexpected manner. Bridge movements relate to expansion, contraction, settlement, and earth movements such as sliding riverbanks or unstable embankments slopes.

FINANCIAL IMPACT

Financial Impact Statement

Date: December 13, 2010

Project Name:

First Year of Program **2011**

Delegation of Authority for Bridge Inspection and Maintenance Engineering Consultant Assignments Not Related to a Capital Budget

	2011	2012	2013	2014	2015
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ -	$ 200,000	$ 200,000	$ 200,000	$ 200,000
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ -	$ 200,000	$ 200,000	$ 200,000	$ 200,000
Less: Existing Budget Amounts	-	200,000	200,000	200,000	200,000
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: Direct costs are estimates for the following assignments: bridge maintenance, overhead sign support structure maintenance, underwater pier inspections, and bridge movement monitoring. These costs are included in the operating budget for the Bridge Maintenace and Inspections branch (accounts 521010 and 524040).

"Original signed by H. Schoenfeld, CA"

H. Schoenfeld CA

Acting Manager of Finance & Administration

CONSULTATION

In preparing this report there was consultation with: N/A

SUBMITTED BY

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Division:	Engineering
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Date:	2010 12 14
File No.	11-K-02
File Name:	L:\Admin\Reports 2010\B. Neirnick\December\Bridge Inspection & Mtce Engineering\Brdge Inspec & Mtce Eng December 13 10.doc