

**TO:** Committee of the Whole**MEETING:** January 8, 2019**FROM:** Kelsey Cramer  
Parks Planner**FILE:** 6150-20**SUBJECT:** Mount Benson Regional Park Parking Lot – Tender Award Approval

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**RECOMMENDATIONS**

1. That the tender award for the Mount Benson parking lot project be approved and that Notice of Award be issued to Milestone Equipment Contracting Inc. for a value of \$526,758.15 (plus GST).
2. That the Construction Contract between the Regional District of Nanaimo and Milestone Equipment Contracting Inc. for the Mount Benson parking lot project be executed.
3. That an additional 15% contingency in the amount of \$80,000.00 be carried for the Mount Benson parking lot project.

**SUMMARY**

In the fall of 2017, the Regional Board approved the purchase of the property located at 2761 Benson View Road for the purposes of creating a new parking lot and trailhead to serve Mount Benson Regional Park and surrounding recreational trails on crown land. The purchase completed in early 2018 and the detailed design of a parking lot on the site was initiated. Based on preliminary cost estimates, the Board allocated \$1.1 million in the Regional Parks Capital Budget for full completion of the project (including design and construction costs for the parking lot and trail components).

The parking lot project was open for tenders from November 7, 2018 to December 5, 2018. A total of eight compliant submissions were received, ranging from \$525,608.15 to \$744,712.86 (before GST and arithmetic corrections).

It is recommended that the Board award the project to Milestone Equipment Contracting Inc., the lowest compliant bidder.

**BACKGROUND**

Recreational access to Mount Benson Regional Park is along the Witchcraft Lake Regional Trail, the only sanctioned RDN trail to the park. The trailhead and roadside parking area (for approximately 24 cars) is currently located at the end of Benson View Road and straddles road allowance and City of Nanaimo lands around the lake (see Attachment 1 for Context Map). The parking area was installed in 2010 under permit from the Ministry of Transportation and Infrastructure (MoTI) and through Licence of Use Agreement with the City of Nanaimo.

In June 2015, staff received correspondence from the residents of Benson View Road highlighting traffic problems and other issues they have with this trailhead location. Due to increasing recreational use of the park and the surrounding trails on crown lands, the parking area continually overflows and has caused difficulty for neighbouring residents to access their homes and peacefully enjoy their neighbourhood. Solutions were explored by staff, but no suitable immediate opportunities to remedy the situation were available.

At their regular meeting held October 25, 2016, the Regional Board passed the following motion:

*“That the Board direct staff to continue to explore a long-term parking solution for Mount Benson Regional Park and the Witchcraft Lake Regional Trail.”*

Subsequently, it was publicly announced in October, 2017 that the Regional Board had approved the purchase of 2761 Benson View Road for the purposes of constructing a parking lot and new trailhead for Mount Benson Regional Park and surrounding recreational lands (Attachment 2). The purchase, valued at \$580,000, closed in January 2018.

Detailed design and MoTI permit approval for the new 100+ stall parking lot were completed and the project was tendered on November 7, 2018. Eight compliant bids were received by the closing time on December 5, 2018. All bids received were within budget. See Table 1 for Tender Opening Pricing before minor arithmetic corrections were undertaken.

*Table 1: Tender Pricing Received*

Contractor	Tendered Price
Milestone Contracting Inc.	\$ 525,608.15 (plus GST)
Hazelwood Construction Services	\$ 629,312.98 (plus GST)
Windley Contracting Inc.	\$ 648,465.00 (plus GST)
Copcan Civil Ltd.	\$ 648,634.25 (plus GST)
David Stalker Excavating Ltd.	\$ 649,888.45 (plus GST)
Milner Group	\$ 697,216.30 (plus GST)
Wacor Holdings Ltd.	\$ 738,457.50 (plus GST)
IWC Excavation Ltd.	\$ 744,712.86 (plus GST)

McElhanney Consulting is the engineering firm that was retained for the design, tendering and construction services for this project. A tender compliance evaluation was completed by and a recommendation to the RDN was provided (Attachment 3).

All eight bids received were compliant with the tender requirements. Arithmetic checks were completed on the costs submitted and minor corrections were adjusted where necessary. The lowest compliant bid was submitted by Milestone Equipment Contracting Inc. for a corrected tendered amount of \$526,758.15 plus GST. As per McElhanney's Tender Review, the recommendation is to award the contract to Milestone Equipment Contracting Inc. for a value of \$526,758.15 plus GST.

To account for potential uncertainty specifically around rock removal on the site, McElhanney recommend that an additional 15% contingency be carried on the project.

The target for project completion is May 31, 2019. To ensure the contract is awarded within the 60-day irrevocability period per the tender documents and to provide the contractor reasonable opportunity to achieve this timeline, it is critical that the tender be awarded at the regular RDN Board meeting on January 22, 2019 and that Notice of Award to the contractor immediately follow.

## ALTERNATIVES

1. That the tender award for the Mount Benson parking lot project be approved and that Notice of Award be issued to Milestone Equipment Contracting Inc. for a value of \$526,758.15 (plus GST), and that a 15% contingency in the amount of \$80,000 be carried on the project.
2. That the tender award for the Mount Benson parking lot project not be approved and awarded to Milestone Equipment Contracting Inc. and that alternative direction be provided.

## FINANCIAL IMPLICATIONS

A total of \$1,100,000 was allocated in the 2018 Regional Parks Capital Budget for project implementation. Preliminary cost estimates for the parking lot construction were in the order of \$900,000, which informed the overall budget allocation for the project. The tenders received were all within budget. Table 2 summarizes the cost breakdown for the project based on the recommendations of this report.

Table 2: Project Costs

Item	Approximate Value
Total Available Budget:	\$1,100,000
2018 Professional Fees	\$35,000
2019 Professional Fees	\$50,000
2019 Construction Fees	
- Tendered Amount	\$526,758.15
- 15% Contingency	\$80,000
- Trail Construction *	\$40,000
Remainder	\$368,241.85

\*Not included in this tender

Annual operational and maintenance costs are expected to be approximately \$16,500 including: snow-plowing; pavement line-marking; gate, garbage and toilet servicing; and fence, sign/kiosk, and trail repair. Over an approximate 20-year lifetime, \$7,000 would need to be allocated annually for re-paving and line-marking costs.

## **STRATEGIC PLAN IMPLICATIONS**

Focus On Service And Organizational Excellence - We Recognize Community Mobility And Recreational Amenities As Core Services

Focus On Service And Organizational Excellence - We Will Fund Infrastructure In Support Of Our Core Services Employing An Asset Management Focus

By investing in the development of a new parking lot for Mount Benson Regional Park, the Board is recognizing the value of recreational amenities and is supporting access to recreational amenities within the community.



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January 2, 2019

Reviewed by:

- W. Marshall, Manager, Parks Services
- K. Felker, Manager, Purchasing
- J. Bradburne, Director, Finance
- T. Osborne, General Manager, Recreation and Parks Services
- P. Carlyle, Chief Administrative Officer

Attachments

1. Context Map
2. News Release – October 4 2017
3. McElhanney Tender Report Dec 7 2018