
Contract Agreement – Chief Whitecap Park – Meewasin Valley Authority

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the award of a sole source contract to Meewasin Valley Authority, for up to \$125,000, to provide construction and project management services for the continued development of Chief Whitecap Park, be approved; and
2. That the City Solicitor be requested to prepare the appropriate contract agreement and that His Worship the Mayor and the City Clerk be authorized to execute the contract agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to request approval to award a sole source contract to Meewasin Valley Authority to provide construction and project management services for the continued development of Chief Whitecap Park.

Report Highlights

1. Implementation of a sole source contract with Meewasin Valley Authority (Meewasin) will provide an extension of work at Chief Whitecap Park that is considered to be more economical, efficient, and expedient than soliciting competitive tenders.
2. The City of Saskatoon (City) and Meewasin have a long standing partnership arrangement for various projects, which benefits the Saskatoon region in the South Saskatchewan River valley by utilizing the expertise of Meewasin through design and development, and the expertise of the City through capital planning and long-term maintenance.
3. The benefits of extending the partnership with Meewasin include maximizing project knowledge, and creating an efficient on-site project management process through a single supplier.

Strategic Goal

This report supports the Strategic Goal of Quality of Life whereby citizens have access to facilities and programs that promote active living, and enjoy the natural beauty and benefits of parks, trails, and the river valley that brings people together.

Background

At its June 14, 2010 meeting, City Council approved the Chief Whitecap Park Master Plan (Master Plan). The Master Plan provides direction on the future design and function of this City-owned land. It includes an off-leash dog area; improvements to pathways and park

amenities, including the development of adequate parking areas for users; the naturalization of a large upland area; and an area for cultural, historical, and natural interpretation.

On April 13, 2015, the City and Meewasin entered into an agreement to fund and complete the detailed design for the Chief Whitecap Park. The design included an extension to the Meewasin Trail and development of the park space to include an off-leash dog park. Meewasin was responsible for completing the park design, seeking input from the City as the work proceeded, and preparing for development of the site in accordance with park design.

At its June 19, 2017 meeting, the Rural Municipality (RM) of Corman Park Council approved the detailed design of Chief Whitecap Park. It was also approved that the RM of Corman Park Administration work with the City to draft the necessary bylaw amendments and agreements required to allow for enforcement, investigation, and prosecution of dangerous animal offences within the RM of Corman Park.

Report

Extension of Work on Chief Whitecap Park

As per Policy No. A02-027, Corporate Purchasing Procedure Policy, awarding a sole source contract for a value greater than \$75,000 requires the approval of City Council. The sole source contract is for the extension of work on an existing project site where it is considered to be more economical, efficient, and expedient than soliciting competitive tenders. Authorizing a sole source contract with Meewasin would continue their services on the Chief Whitecap Park project that began with the development of the Chief Whitecap Park Master Plan (Master Plan) and continued with detailed design.

The Administration is requesting approval of a sole source contract with Meewasin Valley Authority and has determined that continued work with Meewasin is the appropriate method based on a number of factors, including:

- a) regulated requirements of the work;
- b) capacity of existing staff to perform the work;
- c) requirement of specialized services;
- d) expected timeline of delivery;
- e) frequency of need of the required expertise; and
- f) cost of the expected scope of work.

Long-Standing Partnership

The City, in partnership with Meewasin, has completed several park projects within the South Saskatchewan River valley. These projects rely on the collaboration and contributions of Meewasin for design and development, and the City for capital planning and ongoing long-term maintenance of the amenities. These projects, including Chief Whitecap Park, work to retain many of the natural features of the area and provide enhanced recreational opportunities for citizens.

Benefits of Contract Extension

This report is requesting approval for the City to continue its partnership with Meewasin for the naturalization of the uplands, development of the off-leash dog park, and the extension of the Meewasin Trail within Chief Whitecap Park. Meewasin will be responsible for implementation of the approved Master Plan and will collaborate with the City during construction. The City will contribute \$125,000 to Meewasin for project management services and construction development that will include the provision of fencing, amenities, and the commencement of the naturalization process for the uplands.

The benefits of the partnership with Meewasin on this project include the following:

- a. The City has funded the Master Plan development, as well as the detailed design of Chief Whitecap Park. Meewasin has been instrumental in both of these processes. Continuing the partnership into development of the site is a benefit that maximizes project knowledge; and
- b. Meewasin will be managing the development of the Meewasin Trail. By partnering with Meewasin on all construction components within Chief Whitecap Park, the site will be managed by one project management group that will provide site efficiency during construction and naturalization development.

Options to the Recommendation

The only option would be to tender the project. This option would require the breakdown of the detailed design in City-funded components, and Meewasin-funded and unfunded components. Separating these components could result in additional project costs with phasing construction and completing components based on approved capital funding.

Public and/or Stakeholder Involvement

The City and Meewasin will develop communication targets within the construction plan to notify public, users, and stakeholders of Chief Whitecap Park prior to initiating new construction components.

Communication Plan

The communication plan will be developed to include the following:

- a) phasing of development;
- b) project signage;
- c) education signage;
- d) construction component announcements to internal agencies, external partners, and key stakeholders; and
- e) general updates involving the progress of construction.

The communication plan will include Public Service Announcements through the Communications Division, Corporate Performance Department. Information will be provided to City Council and RM of Corman Park Council as the detailed design is implemented. This will include annual updates regarding the progress of construction

and naturalization; and updates in advance of any large construction initiatives or impacts to the site. On-site signage will be incorporated prior to construction commencing.

Financial Implications

Approved Capital Project No. 2353 - Chief Whitecap Park contains sufficient funding for this project. Subject to City Council approval, \$125,000 from Capital Project No. 2353 is being allocated to Meewasin for the project management services and construction development of the off-leash dog park and to begin the naturalization process of the uplands within the dog park.

Safety/Crime Prevention Through Environmental Design (CPTED)

The detailed design for Chief Whitecap Park has been processed through the City's CPTED procedures. A report was generated by the CPTED Committee and is currently under review for approval.

Other Considerations/Implications

There are no policy, environmental, or privacy implications or considerations.

Due Date for Follow-up and/or Project Completion

The sole source contract for project management services and construction development at Chief Whitecap Park will conclude in 2022, which aligns with the completion of the naturalization process.

Public Notice

Public notice, pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Mark Campbell, Open Space Consultant, Recreation and Community Development
Reviewed by: Jody Hauta, Acting Director of Recreation and Community Development
Approved by: Randy Grauer, General Manager, Community Services Department

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