



Subject: T:GO (In-Town) Bus Shelters Project Scope Change Funding Request

Report Number: OPD 24-062

Department: Operations and Development Department

Submitted by: Landon Chan, GIS Technician/Transit Coordinator

Meeting Type: Council Meeting

Meeting Date: Thursday, November 14, 2024

RECOMMENDATION

- A. THAT report titled “RTSF Agreement - T:GO (In-Town) Bus Shelters Project” be received as information; and
- B. THAT the Treasurer be directed to allocate an additional \$32,564 from the Linear Infrastructure Reserve fund toward capital project 222 TGO Bus Shelters, in fulfilling the identified scope change for the construction of the recognized bus shelters in partnership with the Rural Transit Solutions Fund grant award.

BACKGROUND

In April 2022, the Town was awarded the Rural Transit Solutions Fund grant to install twelve (12) bus shelters for T:GO (In-Town) Transit.

Prior to signing the Contribution Agreement, the Town had to identify, “Proof of Funding.” Therefore, an additional \$13,360 was allocated through the Linear Infrastructure Reserve to meet/demonstrate funding sources in accordance with the said Contribution Agreement as a result of the tender prices coming in over the estimate.

In standard practice and upon the successful award of the Request for Proposal, where if costs should escalate since the original grant submission (April 2022) that the Town would have to fund any overages and/or seek a Federal Scope Change as approved by the Minister of Intergovernmental Affairs, Infrastructure and Communities (due to timing a Federal Scope Change would comprise the project overall).

DISCUSSION

For Council information, a total of two (2) bids were received by the closing date of July 18, 2024 with the lowest bid being from Enseicom of Montral, Quebec at a cost of \$207,458.96 (including HST).

OPD 24-062 T:GO (In-Town) Bus Shelters Project Scope Change Funding Request

The Request for Proposal was advertised on Bids&Tenders where results of the Request for Proposal are summarized below:

Bidder		Bid Amount (including HST)
1	Enseicom	\$207,458.96
2	H.I.R.A Limited	\$258,657.00

After awarding the project Town staff and Enseicom representatives proceeded with field work to survey the twelve (12) proposed bus shelter locations. Upon completion, an additional cost escalation of **\$32,564** was identified due to need of larger concrete pads, semi retaining walls/footings including the relocation of one (1) bus shelter, etc. The additional cost required for the project is summarized below:

Project Cost Analysis/Impact		
Stop 1	43 sq ft more of pavers removal, pavers repair, and concrete pad = \$3,756.25	Including HST
Stop 3	Credit for removal of retaining wall scope = \$1,698.50	
Stops 8, 16, 17, 18, 23, 35, 38	38 sq ft more of concrete pad for each stop location = \$21,043.75 (\$3,006.25 each)	
Stop 15	54 sq ft more of concrete pad = \$3,950.00	
Stop 25	41 sq ft more of pavers removal, pavers repair, landscaping, and concrete pad = \$4,200.00	
Stop 28	16 sq ft more of concrete pad = \$1,312.50	
Total	\$32,564.00	

CONSULTATION

Internal: Director of Operations/Development, Manager of Engineering, Manager of Public Works, Roads Supervisor, Director of Finance/Treasurer, Purchasing Coordinator.

FINANCIAL IMPACT/FUNDING SOURCE

Through the 2024 budget, \$25,000 was committed to the installation of identified T:GO Bus Shelters through Capital Project 222, in review of the agreement and subject to the grant award, an additional \$13,360 was committed to fulfill the obligation of the Rural Transit Solutions Fund contribution agreement upon the closing of the Request for Proposal. An additional \$32,564 is needed to move forward with the identified T:GO Bus Shelters Project.

T:GO Bus Shelters though Rural Transit Solutions Fund	
Federal contribution	\$153,436
Town of Tillsonburg contribution	\$38,360
Additional Cost Escalation	\$32,564
Total	\$224,360

CORPORATE GOALS

How does this report support the corporate goals identified in the Community Strategic Plan?

- Lifestyle and amenities
- Customer service, communication and engagement
- Business attraction, retention and expansion
- Community growth
- Connectivity and transportation
- Not Applicable

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

Goal – Tillsonburg residents and businesses will be connected to each other, regional networks, and the world through effective traditional and digital infrastructure.

Strategic Direction – Develop a robust, long-term asset management plan to inform evidence-based decisions on the maintenance, rehabilitation and replacement of municipal infrastructure.

Priority Project – *Ongoing Projects* - Town participation in regional transit initiative

ATTACHMENTS

N/A