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**REPORT TO PORT RENFREW LOCAL SERVICES COMMITTEE
MEETING OF THURSDAY 22 OCTOBER 2009**

SUBJECT **PORT RENFREW SOLID WASTE TRANSFER STATION CAPITAL WORKS UPDATE**

PURPOSE

To present to the Port Renfrew Local Services Committee (PRLSC), information, alternatives and a recommendation regarding the extent of asphalt paving at the Port Renfrew solid waste transfer site.

BACKGROUND

The updated site works, as approved by the PRLSC, was divided into two distinct scopes of work, each with an assigned budget. The major works included rock removal, wall construction, re-grading of the site and new fencing and paving, with an approved budget of \$61,000. The lesser works consisted of the upgrade of utility services for the on-site attendant trailer, with an approved budget of \$10,000.

The tendered work started in early June 2009 and was substantially completed by 12 June. Fencing was completed in late July with electrical upgrades completed in October. Asphalt paving of the site remains outstanding and was anticipated to be completed by the end of October 2009.

There remains approximately \$4,300 in the approved \$71,000 project budget to carry out the paving; however, this would only fund approximately half the area originally identified for paving. The capital reserve fund currently contains approximately \$4,100 of uncommitted funds. The overall project cost to date is detailed on the attached spreadsheet (Attachment 1).

Should the available capital reserve funds be transferred to the project budget, there would be approximately \$8,400 available to pave the site.

ALTERNATIVES

1. That the Port Renfrew Local Services Committee receive this report for information and authorize staff to transfer the \$4,300 in remaining funds from the capital reserve fund to supplement the project budget to approximately \$8,400 to pave the area originally identified in the project scope.
2. That the Port Renfrew Local Services Committee receive this report for information and direct staff to spend the remaining \$4,336.51 project budget to undertake paving a reduced area on the site.
3. That the Port Renfrew Local Services Committee direct staff to not perform any paving on the site, and transfer the remaining project capital back to the capital reserve fund.

FINANCIAL IMPLICATIONS

1. The Capital Reserve Fund currently contains approximately \$4,100 of uncommitted funds which if added to the project's remaining budget would make available approximately \$8,400 for paving.

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By transferring the remaining capital reserve funds to the project, there would be no contingency money left to perform works in 2009. The committee may need to consider a slight increase in parcel taxation to rebuild the reserve fund in future.

2. To utilize the remaining project budget, there would be no financial impact to the community as the \$71,000 approved budget would be supporting the remaining work. \$4,100 would still remain in the capital reserve fund as a contingency for future projects.
3. If paving were not to proceed at this time, the uncommitted \$4,300 remaining in the project budget would be transferred back into the capital reserve fund creating an approximate total of \$8,400 available for future projects.

SUMMARY

Paving of the site can be completed within the approved budget of \$71,000, however, not to the same extent as originally proposed. Paving the area as originally proposed would ease snow ploughing on the site and minimize liability due to a hard surface treatment. Further paving may be considered in the future to seal all gravel surfaces for ease of vehicle, public and attendant use. The project fund currently contains approximately \$4,300 of uncommitted funds. The capital reserve fund currently contains approximately \$4,100 of uncommitted funds.

RECOMMENDATION

That the Port Renfrew Local Services Committee receive this report for information and authorize staff to transfer the \$4,300 in remaining funds from the capital reserve fund to supplement the project budget to approximately \$8,400 to pave the area originally identified in the project scope.



Gary Plevin, ASCT
Engineering Technician 5

GP:ls
Attachment: 1

ATTACHMENT 1.

TOTAL ANTICIPATED COSTS FOR CAPITAL WORKS AT PORT RENFREW REFUSE TRANSFER STATION.

PORT RENFREW REFUSE TRANSFER SITE CAPITAL WORKS 2009 BUDGETTED WORKS \$61,000 (Phase 1)

PO#	ORDER	PAID	DESCRIPTION OF WORKS	CONTRACTOR/SUPPLIER	NET COST	GST	PST	TOTAL
	Apr-10	Jun-29	Courier Svcs: tendering	UPS	\$11.09	\$0.55	\$0.00	\$11.64
71226	Mar-31	Apr-20	Investigative machine work	Majack Lumber	\$665.00	\$33.25	\$0.00	\$698.25
n/a	Apr-14	Apr-27	Building/Plumbing permit	CRD Building Svcs	\$614.00	\$30.70	\$0.00	\$644.70
71227	May-07	Jun-22	Steel rails (4) for bin travel	Wilkinson Steel	\$2,724.22	\$136.21	\$178.22	\$3,038.65
71229	May-08	Aug-31	Fencing and pipe rails	Tower Fence	\$8,080.00	\$404.00	\$0.00	\$8,484.00
71230	Apr-28	Jul-08	Contracted tendered works	CHEW Excavating Ltd.	\$27,800.00	\$1,390.00	\$0.00	\$29,190.00
71230	Jun-01	Jul-08	Extra Authorized works CHEW.	CHEW Excavating Ltd.	\$1,292.47	\$64.62	\$0.00	\$1,357.09
71232	Jul-01	Jul-08	Telus driveway drainage work*	CHEW Excavating Ltd.	\$1,000.00	\$50.00	\$0.00	\$1,050.00
71232	Jul-30	Aug-31	Gravel ramp and rail setting	Majack Lumber	\$1,680.00	\$84.00	\$0.00	\$1,764.00
71236	Oct-01	Oct-13	Rail securing.	Bin Boy Svcs.	\$3,986.00	\$199.30	\$0.00	\$4,185.30
71236	Oct-01	Oct-13	Rotation of bin hatches	Bin Boy Svcs.	\$1,122.00	\$56.10	\$0.00	\$1,178.10
			asphalt paving of approaches and d/w ramp	Capital City Paving	\$0.00	\$0.00	\$0.00	\$0.00
Totals					\$2,448.73	\$178.22		\$51,601.73

SITE SERVICING FOR ATTENDANT SITE UTILITY UPGRADE: PORT RENFREW REFUSE TRANSFER SITE BUDGETTED WORKS \$10,000 (Phase 2)

PO#	ORDER	PAID	DESCRIPTION OF WORKS	CONTRACTOR/SUPPLIER	NET COST	GST	PST	TOTAL
71228	May-07	Jun-15	500 gallon poly tank (SS utility)	Andrew Sheret	\$1,004.00	\$50.20	\$54.53	\$1,108.73
71230	Jun-01	Jul-08	Plumbing Services: H2O and tank install	CHEW Excavating Ltd.	\$2,138.90	\$106.95	\$0.00	\$2,245.85
6130340	Jul-03	Jul-03	Meter setting and parts	CRD Stores	\$482.55	\$24.12	\$0.00	\$506.67
71235	Sep-04	Sep-22	Black/grey water plumbed to holding tank	Aquarius Plumbing	\$420.00	\$22.00	\$0.00	\$442.00
71230	Jun-01	Jul-08	Hydro/Telus Services: conduit installation	CHEW Excavating Ltd.	\$1,970.52	\$98.53	\$0.00	\$2,069.05
71237	Sep-01	Oct-16	Electrical upgrade to 80 amps. (estim.)	Jessee Mckay	\$1,865.00	\$93.25	\$0.00	\$1,958.25
Totals					\$7,880.97	\$395.05	\$54.53	\$8,330.55

Total both phases:

					\$7,880.97	\$2,843.78	\$232.75	\$59,932.28
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Internal charges	Description of Support Service	Cost
CE.229.4001.40	Design and office/contract administration	\$2,591.89
CE.229.4001.42	Drafting services	\$1,241.63
CE.229.4001.66	Project management and field inspection	\$6,741.47
Total internal costs		\$10,574.99

Not yet completed.
Anticipated costs to complete.

TOTAL APPROVED BUDGET	\$71,000.00
TOTAL CONTRACTED WORKS	\$59,932.28
TOTAL INTERNAL COSTS	\$10,574.99
Total costs to date	\$70,507.27
BALANCE AVAILABLE	\$492.73
GST REBATE BACK TO BUDGET	\$2,843.78
\$1000 telus driveway donation	\$1,000.00 *
CARRY FORWARD (-)	\$4,336.51 available for paving

Includes PST/GST if applicable
15%

GST credit paid back to capital budget

To date 16 October, 2009