

CAPITAL PROJECT CHARTER

YEAR:	2018 (NEW)
CHARTER NUMBER:	Assigned by Finance if new.
CHARTER NAME:	BLESS Platform Rehabilitation
LEAD DEPARTMENT:	Engineering Services

TYPE:	<input checked="" type="checkbox"/> RMR <input type="checkbox"/> GROWTH	
	To repair and replace the existing structure due to structural and safety issues.	
ASSET CATEGORY:	<input type="checkbox"/> Civic Facilities <input type="checkbox"/> Master Plan, Studies, & Other <input checked="" type="checkbox"/> Roads & Other Engineered Structures <input type="checkbox"/> Historical/Cultural	<input type="checkbox"/> Parks & Trails <input type="checkbox"/> Mobile & Other Equipment <input type="checkbox"/> Land & Land Improvements
SCOPE STATEMENT:	Due to safety and structural concerns, the BLESS platform has been closed to the public. This charter provides an action plan for repair and future rehabilitation of the platform.	

PROJECT CHARTER JUSTIFICATION:	<p>As a result of a structural assessment of the platform and walkway, it was closed for safety reasons in June 2017.</p> <p>A structural engineering assessment was performed in September 2017. The results of the assessment showed two options that were approved by Administration to be included in the 10-year Capital Plan</p> <ol style="list-style-type: none"> 1. Repair the structure and provide approx. 5 more years of life, estimated cost \$200,000 2. Replace the entire structure, estimated cost \$600,000, assumes similar construction to the existing platform using helical piles for foundation <p>The timelines for each of these options may be affected by the environmental permits and constraints of the site. These constraints include:</p> <ul style="list-style-type: none"> - Migratory Bird Act: with the high-quality bird habitat nearby, construction work is recommended to be completed in late fall or winter to avoid bird issues. If this work is not completed, then any work expected to be completed between April and September is at risk of being delayed/postponed depending on the type of birds nesting or gathering in the area.
---------------------------------------	--

	<ul style="list-style-type: none"> - Alberta Environment Code of Practice – 14-day notice of construction activities is required - Water Act – the requirements for the water act can vary depending on the impact of the construction option. Option 1 may not trigger this if all work is above ground, however Option 2 and 3 will trigger a full application. <ul style="list-style-type: none"> o Wetland Assessment and Impact Form (WAIF) may be needed if access is required from the water during construction work o Fisheries Assessment would be needed to determine species present o DFO review would be dependent on the final footprint and the impact to the lake o Anticipated timeline for Water Act approval is around 3-6 months however this can increase due to the backlog of cases at the provincial level - Alberta Parks Permit –At least a portion of the platform is located within the Lois Hole Centennial Park boundary. Therefore, a park permit will be required to be in line with current land use bylaws. - Crossing agreements with Fortis and Altalink which are present on the overhead power lines above the walkway. - Any applicable City of St Albert permits such as On Street Construction Permits and Trail Closure Notifications. <p>A repair of the structure is scheduled for 2018 to allow the structure to be reopened to the public.</p> <p>An annual inspection will be performed on the structure to ensure its structural and safety status until replacement is scheduled. Should the structure begin to show safety concerns, the platform would again be shutdown.</p> <p>As the new structure is planned in 3-5 years, a public engagement plan will be conducted with user groups to ensure the functional needs of the structure are maintained while ensuring safety in future use. In addition, this will allow administration to explore funding partnerships and grant opportunities with user groups and Alberta Parks to determine mutual needs that could offset the replacement costs. Alignment with future functional plans (Red Willow Park West, etc) will also be explored.</p> <p>Opportunities –</p> <ol style="list-style-type: none"> 1. Performing the repair now allows for a return of the structure for use by the public as soon as possible 2. Having a three to five year timeline for replacement allows for public engagement and participation by stakeholders and user groups for design of a new structure 3. It allows for time to explore funding options with stakeholders, Alberta Parks, and grant opportunities and ensure that needs are considered
--	--

	<p>Risks –</p> <ol style="list-style-type: none"> 1. The structure, as it is, cannot be reopened. The structure is a potential hazard until repair or removal is complete. 2. The existing pile foundation embedment is unknown and therefore their capacities cannot be verified. This may result in less than the anticipated lifespan for the repair option 3. Bracing will be used to reinforce the piles during the repair however they may continue to move both laterally and vertically 4. Environmental approval timelines are approximate and can vary based on the number of submissions received which can extend the approval timelines 5. Costs may escalate for repair and replacement due to environmental permitting requirements as well as from input of stakeholders and user groups
COMMUNITY VISION – PILLAR / STRATEGY & RESULT:	<p>Natural Environment - We protect, embrace and treasure our deeply-rooted connections with the natural environment through championing environmental action.</p> <p>Economic Service – Cooperate in the promotion, development, and enhancement of tourist attractions and infrastructure to increase tourism visitations and expenditures</p> <p>Built Environment – We build innovative, long lasting infrastructure that is efficient, minimizes the use of our natural resources and creates harmony between the natural and built environment.</p>
STAKEHOLDER IDENTIFICATION:	<p>Internal stakeholders:</p> <ul style="list-style-type: none"> - Engineering - Environmental - Capital Projects Office - Public Works - Recreation and Parks - Economic Development <p>External stakeholders:</p> <ul style="list-style-type: none"> - Big Lake Environment Support Society (BLESS) - Alberta Parks - Alberta Environment - Fortis
TIMELINE:	<p>Timeline for repair</p> <ul style="list-style-type: none"> - RFP for engineering services for detailed design (Jan 2018) - Contract Document preparation (Feb 2018) - Tendering (Mar 2018)

	<ul style="list-style-type: none"> - Environmental permitting applications (Mar – Apr 2018) - Work will be limited due to Environmental regulations (Apr – Sept 2018) - Construction (Oct-Dec 2018) 	
FINANCIAL INFORMATION:	Year 2018 Investment	\$ 200,000
	Year 2019 Investment	\$ 7,500
	Year 2020 Investment	\$ 7,500
	Year 2021 Investment	\$ 60,000
	Year 2022 Investment	\$540,000
	Total	\$820,000
	See Capital Project Worksheet for details.	
OPERATIONAL IMPACTS:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, refer to Operating Impacts Worksheets for details.	
ASSOCIATED OPERATING BUSINESS CASE:	None	

APPROVAL

Author:	Meredith Willacy, Manager, Capital Projects	November 28, 2017
	Project Charter Developer	Date
Director:	Colin Prang, Director, Engineering	November 29, 2017
	Director	Date
GM:		
	General Manager	Date

CAPITAL PROJECT WORKSHEET

PROJECT COMPONENT	2018	2019	2020	2021	2022
Land Determined Costs					
Concept Planning					
Detailed Planning and Design	40,000			60,000	30,000
Site Servicing					
Structure/Building Construction	118,000	2,500	2,500		440,000
Landscaping					
Construction Management	30,000				30,000
Commissioning and QA/QC					
Contingency	10,000				35,000
Public Participation Activities	2,000	5,000	5,000		5,000
Equipment					
TOTAL	200,000	7,500	7,500	60,000	540,000

Please note Public Art and Branding will be reviewed and shown separately on the ten-year capital plan.

Comments:

Costs for 2019 and 2020 are inspection costs which will be undertaken within the bridge inspection program. All costs are in 2017 costs and based on ISL's draft report submitted November 2017.

OPERATING IMPACTS WORKSHEET

Choose one:

<input type="checkbox"/> One Time <input type="checkbox"/> Ongoing	Provide a high-level description of the operating impacts.
---	--

OPERATING IMPACTS (Specify applicable year)	20XX	20XX	20XX
List the type of operating expense and department impacted.			
TOTAL			

*Delete all text in red when finalized.