



Western Economic
Diversification Canada

Diversification de l'économie
de l'Ouest Canada

Canada



Canada 150 Community Infrastructure Program Application Form



It is strongly recommended that you refer to the Applicant Guide and Instructions at <http://www.wd-deo.gc.ca/eng/18871.asp> before beginning your application. The Guide contains information and valuable instructions that will assist you in completing this application form. If you have any questions, please call 1-888-338-WEST (9378).

You can complete this application form in more than one session by using the Save button on the form. An email will be sent to the Primary Contact identified on this form. You will be able to retrieve your saved application and create a GCKey through the link provided in that email. Please check your email spam folder if you do not receive the notification after completing the submission as it might have been classified as spam by your email server.

Enter the required information in the space provided. An asterisk (*) indicates a mandatory field.

When your form is complete and you are ready to submit the application for consideration, please first print a copy for your records and then select the Validate / Submit button. If you submit an application with missing information in the mandatory fields you will receive an error message indicating which questions are incomplete. These questions must be completed in order to successfully submit an application.

Save

Validate/Submit

ORGANIZATION INFORMATION					
1. Full legal name of applicant organization:		The City of Regina			
2. Operating name if different than legal name:					
3. Mailing address (including suite, unit, apt #):		PO Box 1790			
4. Mailing address line 2:		2476 Victoria Avenue			
5. City:	Regina	6. Province/Territory:	Saskatchewan	7. Country:	Canada
8. Postal Code:	S4P 3C8	9. Telephone:	306-777-6738	10. Facsimile:	
11. Email address:	jhargrov@regina.ca		12. Website:	www.regina.ca	
13. Organization type (Select best fit):		Government, Municipal			
14. Business number or GST number:		11942 9546 RT0001			
15. If alternate number is used, indicate the type:					
16. Provide a brief summary of your organization and mandate. (Maximum 500 characters including spaces)					
The City of Regina provides services and infrastructure that contributes to its citizens' quality of life and that residents rely on every day, like policing, fire services, water and wastewater, recreation, parks, transit and roadways. Most of these services are provided by approximately 2,000 permanent employees, and casual and part-time workers who account for another 700 full-time positions. The City also partners with the private sector and community groups to deliver programs and services.					
17. Corporate Status:		Not-for-profit			
18. Indicate your incorporation status.		18a. <input type="checkbox"/> Incorporated Federally <input checked="" type="checkbox"/> Incorporated Provincially			
		18b. In the province of:		Saskatchewan	
		18c. Provide the date of incorporation:		1903	

PROJECT CONTACT PERSON(S)					
This is the main person(s) in your organization who will be contacted for any follow-up to this application. Please ensure that either the Primary or Secondary Contact listed below is available for follow-up from June – August 2015.					
Note: When the form is saved for the first time, an email will be sent to the email address of the Primary Contact person provided below. This email is only sent the first time the application form is saved, and contains instructions on how to retrieve the saved form.					
Primary Contact					
19. Salutation:	Ms.	20. First Name:	Jill	21. Last Name:	Hargrove
22. Title:	Director, Facilities M				
23. Email address: (Save email recipient.)	jhargrov@regina.ca		24. Telephone:	306-777-6738	25. Cellular:
Secondary Contact					
26. Salutation:	Mr.	27. First Name:	Jamie	28. Last Name:	Hanson
29. Title:	Manager, Facilities I				
30. Email address:	jhanson@regina.ca		31. Telephone:	306-777-6782	32. Cellular:
PROJECT INFORMATION					
33. Project title: (Maximum 90 characters including spaces)	Northwest Leisure Centre Accessible Play Ground and Site Redevelopment				
34. <input type="checkbox"/> Project address is the same as Mailing address.					
35. Project address (including suite, unit, apt #):	1127 Arnason Street				
36. Project address line 2:					
37. City:	Regina	38. Province/Territory:	Saskatchewan	39. Postal Code:	S4P 3C8
40. Short Project Description. Provide a short summary of the rehabilitation, renovation, repair or expansion work being planned. (Maximum of 500 characters including spaces)					
This rehabilitation and expansion project involves: enhancing the existing earth berm and replacing the existing retaining wall that supports the North West Leisure Centre (NWLC) and Doug Wickenheiser Arena (DWA); redesigning and rebuilding the boardwalk to provide a safe environment to pedestrians in the area; and, relocate and enhance the existing play structure, making it accessible and creating a connection to the facility and the spray pad.					
41. Detailed Project Description. Clearly outline the objective of this project, provide explicit details on the of the rehabilitation, renovation, repair or expansion work being planned, and identify any project risks and mitigation strategies. (Maximum of 4000 characters including spaces)					
<p>The NWLC and DWA are located immediately south of and adjacent to Rochdale Park that surrounds a storm water detention pond. The open space between the building and the pond contains a concrete walkway, timber boardwalk and plazas and a small playground. There is significant change in elevation between the floor of the NWLC and the detention pond over a short distance, which required that a timber wall retention system be constructed when the facility was built in 1983 to maintain the integrity of the facility foundation and structure. This wall and supports have become unstable and possibly unsafe and needs to be replaced. The retaining wall is original from 1983 and is no longer capable of holding the pressure of the ground behind it any longer, and if it were to fail, it could impact pedestrians that use the adjacent path and/or cause a further significant and costly structural failure to the facility.</p> <p>A preliminary study has been completed by a geotechnical firm to determine the condition of the retaining wall and evaluate the potential risk for failure as well as provide recommendations for redevelopment, maintaining the functional use of the site. The report notes that the section of wall nearest to the NWLC has a noticeable lean away from the facility indicating the anchoring system holding back the wall has failed. The timber themselves have deteriorated and become an eyesore. The geotechnical review also included a slope stability analysis of the section of the earth berm between the facility and the stormwater retention pond. The results indicate that in addition to the retaining wall failure, there is general instability that suggests that a large block of earth has the potential of moving, starting from the floor of the NWLC and DWA, passing a considerable distance under the bottom of the wall and extending out to the retention pond. The existing wall system was never designed to withstand earth forces of this significance which were driven by the close proximity of the pond to the building.</p> <p>A newly designed and re-built retaining wall, earth berm, boardwalk and plazas at the NWLC would have the dual benefit of preventing damage to the NWLC and DWA facilities from slope failure as well as provide a pleasing aesthetic improvement to the open space. The newly developed playground would meet current codes and standards as well as include accessible play elements. These upgrades will serve 3 functions:</p> <ul style="list-style-type: none"> <input type="radio"/> It will create a new playground with accessible features for the community <input type="radio"/> It will rebuild the retaining wall and earth berm (safety and infrastructure concerns) <input type="radio"/> It will rebuild the boardwalk and plazas allowing for safe use of the multi pathway system. 					
42. Provide the rationale for the project. Clearly outline the importance of this project to your respective community and how this project will benefit the community. (Maximum of 4000 characters including spaces)					

The NWLC is a neighborhood hub with an indoor pool, indoor arena, community rooms, and a small play structure with a new spray pad that is currently being constructed and will open in 2016. The NWLC and Doug Wickenheiser arena were constructed in the 1980s. A retaining wall that was constructed along the north side of the facility and is part of the foundation is in poor condition, is at risk of failure and is becoming a safety issue. There is also a boardwalk surrounding the storm water retention pond that is part of the multi-use path system that is also failing and beyond minor repairs. Furthermore, there is a playground that is situated at the NW corner of the facility. It is small, dated and most importantly, not accessible and not compliant with current standards. This project will address the safety and asset preservation for the retaining wall and boardwalk infrastructure elements as well as provide a new playground with accessible play elements. The newly designed retaining wall, playground, and boardwalk will improve the aesthetics of the area.

A new splash pad will be constructed in 2015 and open in 2016 on the south-west side of the NWLC. The intention is to relocate the playground and rebuild it on the south side of the facility so there is a connection to the pool, spray pad and green space and for all of the summer outdoor program amenities to be in one general area.

43. Describe the specific activities/costs Canada 150 Community Infrastructure Program funding would support and the Impact Canada 150 Community Infrastructure Program funding would have on this project. (Maximum of 2500 characters including spaces)

Cost of field work and slope stability analysis is \$50,000. Detailed design is estimated at \$100,000 with an estimated total construction cost of \$1.35 million. The cost to prepare the playground site, relocate and purchase new equipment is in the range of \$500,000, which exceeds the typical spending allocated to playgrounds in a single year. In a typical year, facility assets with failing infrastructure that is considered to be at an unacceptable level of risk for failure or public safety will tend to rank high for funding approval. So although it is reasonable to anticipate some degree of municipal funding to focus on the high risk components (earth berm, retaining wall, boardwalk), there is less certainty with respect to securing budget to address non-critical infrastructure like the playground.

Preliminary reports suggest that in doing the rebuild of the retaining wall, it is very likely that some or all of the existing playground site will become unusable.

The Canada 150 Community Infrastructure Program funding would allow the full scope of the project to proceed. What specifically that means for the community is the enhancement of a neighborhood hub facility. With the new addition of a spray pad to the southwest of the NWLC, there is a disconnection to the playground site in its current location. The Canada 150 funding would cover the costs incurred to relocate the playground so that there is a connection to the spray pad and green space. In addition, the new playground will have accessible elements, which the current play structure does not possess.

44a. Community Infrastructure Type:

<input type="radio"/> Library <input type="radio"/> Swimming Pool <input type="radio"/> Park, fitness trail or bike path <input type="radio"/> Community Centre/Hall <input type="radio"/> Sports Field <input type="radio"/> Arena <input type="radio"/> Gymnasium <input type="radio"/> Tennis, basketball, volleyball, or other sport specific court <input type="radio"/> Legion <input type="radio"/> Cenotaph <input type="radio"/> Dock	<input type="radio"/> Cultural Centre and Museum <input type="radio"/> Theatre/Arts Centre <input type="radio"/> Tourism Facility <input type="radio"/> Curling Rink <input type="radio"/> Church <input type="radio"/> Campground <input type="radio"/> Playground <input type="radio"/> Waterpark/spray park <input checked="" type="radio"/> Multi-purpose Facility <input type="radio"/> Other (Specify below)
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44b. If Other community infrastructure facility, specify type: (Maximum of 100 characters including spaces)

45. Does your organization own the community infrastructure which you are planning to rehabilitate (or you have a long-term lease in place)? Yes No

46. Is the facility non-commercial in nature and open for use to the public and not limited to a private membership? Yes No

47. Does the project involve the rehabilitation, improvement, or expansion, of existing community infrastructure assets? Yes No

48a. Does the project involve expansion (new construction) to the existing community infrastructure asset? Yes No

48b. If yes, identify the percentage (%) increase to the square footage of the existing community infrastructure asset. _____ %

49a. Can the project be completed by the Fall of 2017? Yes No

49b. If yes, explain how you intend to have the project complete by the Fall of 2017. (Maximum of 1000 characters including spaces)

The project would involve the engagement of external consultants to assist with studies and design. Construction would be tendered and the overall project would be managed by internal resources of the Facilities Management Services department.

Q1 2016: Field investigation and further geotechnical analysis. The report would provide design parameters for structural design, recommendations to address slope stability and associated construction cost estimates.

Q3 2016: Detailed design of an enhanced earth berm, new retaining wall, boardwalk, plazas and playground. Working with a landscape architect, structural engineer, geotechnical engineer, and with input from Community Services, produce detailed drawings of the proposed construction.

Q1 2017: Tender and award construction in Q1 2017 so that construction can be begin spring 2017 and be complete prior to fall of 2017.

50a. Does the project have demonstrated linkages to the celebration of Canada's 150th?	<input type="radio"/> Yes <input checked="" type="radio"/> No
50b. If yes, explain how your project will contribute to the celebration of Canada's 150th. (Maximum of 1000 characters including spaces)	
51a. Does your project have activities that will benefit Francophones?	<input type="radio"/> Yes <input checked="" type="radio"/> No
51b. If yes, describe how the project activities will benefit Francophones. (Maximum of 1500 characters including spaces)	

PROJECT TIMELINES

52. Proposed Project Funding Start Date:	01/01/2016	53. Is this date flexible?	<input checked="" type="radio"/> Yes <input type="radio"/> No
54. Proposed Project Funding End Date:	Q3, 2017		
55. List key activities that occur between the Proposed Project Funding Start Date and the Proposed Project Funding End Date. Key activities are milestones that can be tracked to ensure the project is proceeding as planned.			
Key Activities	Completion Date		
Geotechnical and slope stability investigation work (external consultant)	Q2, 2016		
Detailed Design	Q4, 2016		
Tender for Construction	Q1, 2017		
Substantial Completion	Q3, 2017		
<input checked="" type="checkbox"/> Add additional milestone			
56. Comments on Key Activities. (Maximum of 500 characters including spaces).			
Investigation work: Request for Proposals (RFP) for geotechnical work will be prepared in Q4 2015 and released in Q1 2016, with an award in Feb., 2016. Detailed Design: An (RFP) for detailed design will be prepared and released in April 2016, with an award in May 2016, and completion of tender drawings by Q4, 2016. Tender and Award: Tender and award construction in Q1 2017 and be complete prior to fall of 2017. Substantial Completion: Substantial Completion would be complete by Q3, 2017.			

PROJECT FUNDING

57. Project Funder	Source	Status	2015-2016	2016-2017	2017-2018	Total
Applicant organization	Select... *	Select... *	\$0	\$1,000,000		\$1,000,000
Western Economic Diversification Canada	Government, Federal	Requested	\$0	\$500,000		\$500,000
	Select... *	Select... *				\$0
Total Project Funding Required:			\$0	\$1,500,000	\$0	\$1,500,000

Add additional source of proposed funding

58. Comments on Project Funding. Provide further explanation of the confirmed and intended sources of project funding. (Maximum of 500 characters including spaces)

Funding of \$1,000,000 will be subject to City Council approval of the 2016 Capital budget.

Note:

- Financial Statements: It is mandatory that you attach your most recent Financial Statements to your application. See Question 64.
- Confirmed Funding: For funding that is confirmed, it is mandatory that you attach proof such as a letter of confirmation from the other Project Funders, board motion approving commitment of funding, signed agreements, and financial/bank statements. See Question 65.

- **Intended Funding:** For funding that is intended, it is mandatory that you attach a Letter of Intent from your other Project Funder(s). The Letter of Intent must be signed by a member of the organization with legal signing power/authority to commit funding. See Question 65.

59. Please list the various costs you will incur in the implementation of the proposed project (only include costs incurred after the Proposed Project Funding Start Date). Be sure to list costs and not activities.

Project Costs (All costs will be validated)	Amount
Costs for rehabilitation, repair and expansion of fixed capital assets.	\$1,300,000
Professional Fees	\$199,000
Public communications (include \$200 for Federal signage requirements)	\$1,000
Incremental salaries	\$0
Other project costs	\$0
Total Project Costs (Must equal total project funding required)	\$1,500,000

60a. Will a competitive process be used to select a contractor or for purchases over \$50,000? Yes No

60b. Please explain. (Maximum of 500 characters including spaces)

A Request for Proposal (RFP) will be issued publically through an open online process (SaskTenders.ca) for contracted services related to the geotechnical and slope investigations and detailed design. The construction work will be tendered publically through an open online process (SaskTenders.ca). All qualified contractors are allowed to bid on the construction work.

GOVERNANCE AND MANAGEMENT

61. Describe the governance of the organization. (Maximum of 2000 characters including spaces)

The City of Regina is governed by the requirements set out in The Cities Act. In accordance with The Cities Act, City Council is responsible for the overall governance of the City of Regina. Councillors are elected every four years in a municipal election, the last one having taken place on October 24, 2012. The Mayor is elected at large. The City of Regina uses a ward system for electing Councillors, with the city divided into ten wards and one Councillor elected in each one. City Council establishes policies and budgets for the programs and services delivered by the City of Regina. The City Manager is responsible for management of civic administration (excluding the Regina Police Service). Appointed by City Council, the City Manager's authority is established by the City Manager's Bylaw 2003-70 and the Regina Administration Bylaw 2003-69. The powers, duties and accountabilities and functions of certain city officials and city employees are defined in the Regina Administration Bylaw No. 2003-69, including those authorities that have been delegated by City Council to the Administration. The Bylaw also establishes policies and practices for administration of certain financial, acquisition, investment, assessment and taxation functions.

62. Describe the qualifications and related experience of the key individuals that will be responsible for managing and implementing the project. (Maximum of 2000 characters including spaces)

The City of Regina has qualified individuals responsible for project delivery. The project will be led by a Professional Engineer (as part of an Engineering team), who also has expertise in civil construction as well as recreation facility projects. The consulting services will be provided by an established professional engineering firm that is experienced in this type of project.

63a. In addition to the funding partners, are there any other organizations who are involved with this project? Yes No

63b. If yes, provide the organization's name, nature of their involvement and attach a letter of support (Question 66) (if applicable).

Add additional organization

ATTACHMENTS (EACH INDIVIDUAL ATTACHMENT CANNOT EXCEED 10 MB)

64. Current Financial Statements	<input type="button" value="Click here to attach a file"/>
65. Confirmation of other (non-Canada 150) sources of funding (mandatory if 'confirmed' or 'intended' funding is selected in Question 57).	<input type="button" value="Click here to attach a file"/>
66. Attach additional files that may support the assessment of your application, such as a project plan, letters of support, regulatory approvals and resolutions to proceed with the project.	<input type="button" value="Click here to attach a file"/>

AUTHORIZED OFFICIAL OF THE APPLICANT ORGANIZATION ACKNOWLEDGEMENTS

The application form must be submitted by a member of your organization with signing power/authority to enter into a legal agreement. This person may be different than the Primary Contact person.

On behalf of the Applicant Organization, I hereby acknowledge and agree that:

- This application does not constitute a commitment from Western Economic Diversification Canada (WD) for financial assistance.
- I have read the Canada 150 Community Infrastructure Program Applicant Guide and Instructions including the mandatory eligibility criteria located at <http://www.wd-deo.gc.ca/eng/18871.asp>.
- Project costs incurred by the Applicant Organization in the absence of a signed funding agreement with WD are incurred at the sole risk of the Applicant Organization and that any such costs may not be considered eligible for WD assistance.
- Any person who has been lobbying on behalf of the Applicant Organization to obtain a contribution as a result of this application is registered pursuant to the *Lobbying Act* and was registered pursuant to that Act at the time the lobbying occurred.
- The Applicant Organization has not, nor has any other person, corporation or organization, directly or indirectly paid or agreed to pay any person to solicit a contribution arising as a result of this application for a commission, contingency fee or any other consideration dependent on the execution of an Agreement or the payment of any contribution arising as a result of this application.
- The information provided by the applicant on this application and in all supporting documentation is collected under the authority of the *Western Economic Diversification Act*. This information will be treated in accordance with that Act and with the *Access to Information Act* and the *Privacy Act*. These laws govern, protect and limit the collection, use and disclosure of personal and confidential information by federal government departments and agencies. Information provided to WD is secured from unauthorized disclosure and use. WD acknowledges an individual's rights to privacy of their information, and personal information provided on this application is described in the Personal Information Bank entitled "Grants and Contributions (G&Cs) Programs", number WED-PPU-055.

For further information about WD's information holdings and your rights under the Access to Information Act and Privacy Act, consult the Government of Canada's Info Source publication at www.infosource.gc.ca.

I authorize WD, its officials, employees, agents and contractors to make enquiries of such persons, firms, corporations, federal, provincial and municipal government departments/ agencies, and non-profit, economic development or other organizations as may be appropriate, and to collect and share information with them, as WD deems necessary in order to assess this application, to administer and monitor the implementation of the subject project, and to evaluate the results of the project and related Programs.

67a. I have read and agree with the applicant acknowledgements

67b. Name:	Jill Hargrove	68. Title:	Director, Facilities Management Services
69. Date:	6/16/2015		

General Information:

You can complete this application form in more than one session by using the "Save" button at the top of the form. Once you have saved the application form, an email will be sent to the Primary Contact (Question 23) identified on the form.

You will be able to retrieve your saved application and create a GCKey through the link provided in that email.

Once your application form is completed and you are ready to submit the application form, please remember to:

1. Print a copy for your records;
2. Select the "Validate / Submit" button.
3. Proponents will receive an email acknowledgement upon successful submission.

Date Modified: 2014-09-29