

NO: R005

COUNCIL DATE: January 30, 2019

REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **January 25, 2019**

FROM: **General Manager, Engineering**

FILE: **D-17095**

SUBJECT: **2019 Salmon Habitat Restoration Program (“SHaRP”)**

RECOMMENDATION

The Engineering Department recommends that Council:

1. Receive this report for information;
2. Award Contract No. 1220-030-2019-005A to Dillon Consulting Limited in the amount of \$118,545.00 (including GST) for the management of the 2019 Salmon Habitat Restoration Program (“SHaRP”) Program;
3. Set the expenditure authorization limit for Contract No. 1220-030-2019-005A at \$124,472.25 (including GST and contingency);
4. Award Contract No. 1220-030-2019-005B to Dillon Consulting Limited in the amount of \$234,643.50 (including GST), for the student salary component of the 2019 SHaRP Program;
5. Set the expenditure authorization limit for Contract No. 1220-030-2019-005B at \$286,969.73 (including GST and contingencies), subject to external funding becoming available to allow for such an increase over the amount noted in Recommendation #4 above;
6. Authorize the General Manager, Engineering to execute Contract No. 1220-030-2019-005A and Contract No. 1220-030-2019-005B; and
7. Authorize the option to extend Contract No. 1220-030-2019-005A and Contract No. 1220-030-2019-005B for two additional one-year terms subject to the satisfactory performance of the services by Dillon Consulting Limited.

INTENT

The purpose of this report is to provide information about the SHaRP Program (the “Program”) for 2019, and to obtain approval for the award of each of the two contracts in support of the delivery of the 2019 Program.

BACKGROUND

The SHaRP Program is a major component of the Surrey 'Nature Matters' initiative. The Program started in 1996, employing high school and post-secondary students during the summer for the purpose of fish habitat enhancement. Over the years, the Program has grown in size and scope, and has evolved into a more integrated approach to watershed restoration. Recent projects have included:

- In-stream restoration and enhancement;
- Agricultural stream enhancement;
- Water quality testing;
- Community education displays and events;
- Education for businesses geared towards protecting water quality;
- Removal of invasive plant species;
- Riparian and wetland planting;
- Neighbourhood awareness/education campaigns; and
- Community partnerships.

The Program is unique among municipalities due to its size, longevity, and integrated watershed-based approach. Through an on-going commitment to career-oriented leadership training for local youth, the Program has provided employment opportunities for over 675 students to date.

DISCUSSION

Overview of the 2018 SHaRP Program

In 2018, the Program employed 7 post-secondary Team Leaders and 20 Surrey high school students, for a total of 27 student employees. These students were divided into 2 teams: the Riparian Enhancement Team and the Environmental Outreach Team. The Riparian Enhancement Team works within the stream habitats to actively protect, enhance and restore the natural environment through watershed projects and agricultural stewardship objectives. The Environmental Outreach Team leads community engagement activities to encourage residents to become stewards of their local watersheds, and also leads in developing campaigns that promotes the efforts of the Program through media initiatives.



SHaRP Team 2018

Consistent with the City's goal of providing student employment opportunities as part of Nature Matters, the Program also extended into the fall season to allow those students with an interest to stay with the Program longer to be involved in additional projects with wider training experiences. A fall season Program allows for opportunities to complete more restoration work within various sites around the City, as well as host community streamside planting events, school engagement projects and complete assessments of watercourses with spawning salmon surveys to evaluate high-value habitat sites.

Funding for the Program originated from City sources as well as through external organizations. City sources of funding include Engineering Capital Works projects, Engineering Operational Works, the Nature Matters initiative and the Drainage Utility. External organizations support through donations and grants augmented the Program budget and solidified the strong community desire for a youth-driven watershed enhancement initiative.

In 2018, the City received over \$70,000 in funding from the United Nations Association of Canada (“UNA of Canada”) ‘Green Spaces’ program. This funding contribution translated into approximately 25% of the student labour costs for the 2018 season. The Surrey School District #36 is a dedicated supporter of the Program as it supports career-orientated training for Surrey youth and the SD#36 kindly provided \$15,000.00 to the Program in 2018.

Starting in 2018, a local sustainable fishery company, called ‘Organic Ocean’, offered perpetual support to the Program by providing an amount equivalent to 1% of the company’s sales in the form of financial support, contributions in kind and/or advertising, as required by their membership in the 1% for the Planet organization. To date, the City has received an initial contribution of \$500, and it is expected that their financial annual support will be approximately \$2,000. *Organic Ocean* also supports the learning opportunities offered through the Program and invites the team to experience their local fishing vessel and learn about the fishery industry within the region.

Lastly, funding was received from the federal Environmental Damages Fund for a three-year project in partnership with the Corporation of Delta to enhance habitats within Cougar Creek; 2018 was the final year of the funding allocated to the Program.

Proposed 2019 SHaRP Program

In 2019, the Program will be in its 24th consecutive year with the overarching goal to enhance and protect Surrey’s salmon habitat and to involve local youth in career orientated experiences. Similar to past seasons, the 2019 Program will involve teams of post-secondary and Surrey secondary students to complete the restoration and outreach objectives.

A more detailed description of each of the components of the proposed 2019 Program is provided in Appendix “I”.

2019 Consultant Assignment

Engineering Department staff will administer the 2019 SHaRP Program, with the day-to-day management of the Program contracted to a consultant.

A Request for Proposals (“RFP”) was issued by the Purchasing Section of the Finance Department to retain a consultant to provide program management and student labour services for the 2019 SHaRP Program, and potentially for 2020 and 2021 subject to the satisfactory performance of the services and other relevant considerations. The RFP was posted on the BC Ministry of Citizens’ Services ‘BC Bid’ online procurement marketplace where public sector organization can advertise opportunities for contracts of goods and services. The RFP was also posted on the City of Surrey website.

Only one consultant, Dillon Consulting Limited (“Dillon”), expressed an interest in the assignment and submitted a proposal.

Dillon quoted a price to provide program management services at a comparable cost to the quote for the 2018 Program. The quoted prices for the optional Contract extension years of 2020 and 2021 also reflect comparable cost estimates. Dillon has managed all previous years of the Program’s existence and performed the work very effectively. Over the years Dillon’s program management costs have not changed significantly. Dillon has developed a comprehensive training program for the students and is very familiar with the community events and stewardship groups with which SHaRP works each year.

Dillon quoted a price for the student labour component at a comparable cost to the quote for the 2018 Program, with any increases in overall cost being directly attributable to the student wage increase to keep in pace with the BC general minimum wage standards. The quoted prices for the optional Contract extension years of 2020 and 2021 also reflect comparable cost estimates. Dillon has also been successful in securing funding on the City’s behalf through Human Resources Development Canada in previous years, as well as more recently funding through the United Nations Association in Canada (UNA-Canada) in 2018. In 2018, this funding support translated into offsetting over 20 percent of the student labour costs of the Program.

It is recommended that Dillon be awarded the agreements to provide program management and student labour services for the SHaRP Program in 2019 given their experience with the Program. Their efficiency and knowledge of the Program has led to good value for the City. Subject to the satisfactory performance of the services by Dillon and any other relevant considerations, it is recommended that staff be authorized to evaluate extensions of the agreements for two additional one-year terms in 2020 and in 2021.

FUNDING

The Program fulfills two roles, namely fish habitat protection/restoration and summer youth employment/training. There is currently \$371,000.00 available for the 2019 Program from City sources including Engineering Capital Projects, Engineering Operational Works, the Nature Matters initiative, and the Drainage Utility. This funding will be directed to program management, student salaries, materials, and services necessary to support the Program.

Engineering Operational Works is a significant source of SHaRP’s funding, as it is more cost efficient for the City to fund the SHaRP program to complete necessary environmental works in comparison to retaining external contractors.

The following is a summary of established and potential funding sources for 2019:

City Funding	2019
4806-913: Engineering Capital Works	\$38,000.00
4819-014: Engineering Operations Works	\$150,000.00
4819-025: Nature Matters	\$83,000.00
4819-015: Drainage Utility	\$100,000.00
Established Funding Sub-total	\$371,000.00

Potential Funding Partners	2019
United Nations' Association of Canada – Green Spaces	\$50,000.00
School District #36	\$10,000.00
1% for the Planet – Organic Ocean	\$2,500.00
RBC Future Launch	\$15,000.00
Potential Funding Sub-total	\$77,500.00

With the established funding, the Program can proceed with a minimum of 19 students for the Program spanning for the summer season of May to August 2019.

If potential external funding is received, and depending on when it is received, the 2019 Program will be expanded to include either more students during the summer season of May to August 2019, or the optional contract extension for a fall SHaRP season from September to December 2019. Should the City be successful in receiving \$77,500.00 in additional external funding, the 2019 program budget would be increased from \$371,000 to \$448,500.00.

Finance Department Review

This report has been reviewed by the Finance Department and has no concerns.

SUSTAINABILITY CONSIDERATIONS

The SHaRP program supports the objectives of the City's Sustainability Charter 2.0. In particular, the Program supports the Sustainability Charter 2.0 themes of Inclusion, Economic Prosperity & Livelihoods, and Ecosystems. Specifically, the Program supports the following Desired Outcomes ("DO"):

- Community Pride & Engagement DO20: Surrey residents are proud of their community;
- Jobs and Skill Training DO2: Quality education, training and skills development programs are available in the city, which help to create a highly skilled workforce.;
- Natural Areas, Biodiversity, and Urban Forest DO2: Surrey actively protects, enhances and restores its natural environment and habitats;
- Natural Areas, Biodiversity, and Urban Forest DO4: Surrey residents support biodiversity and are stewards of natural areas and urban forests on both public and private lands;
- Natural Areas, Biodiversity, and Urban Forest DO5: Surrey takes pride in its rich biodiversity, including fish-bearing streams, marine habitat and natural areas such as forests, meadows and wetlands; and
- Water, Air and Soil DO6: Water supports healthy ecosystem functioning.

CONCLUSION

Based on the above discussion, it is recommended that Council approve the award of the management of the 2019 SHaRP Program and the student salary component of the 2019 SHaRP Program to Dillon and authorize the extension of these contracts for two additional one-year terms subject to the satisfactory performance of the services by Dillon and any other relevant considerations.

Fraser Smith, P.Eng., MBA
General Manager, Engineering

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Appendix "I": Proposed 2019 SHaRP Program Components

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Proposed 2019 SHaRP Program Components

The work areas described in the following paragraphs were selected as the focus for the 2019 SHaRP Program on the basis of their contribution to enhancing existing City projects, restoring and enhancing creeks and streams and providing benefits to the general public through outreach and engagement. The students in the Program will generally be divided into two teams but still have the opportunity to participate in projects surrounding both the watershed enhancements and the community outreach themes to maximize student learning opportunities.

Riparian Enhancement Team

The Riparian Enhancement Team’s focus will be to complete in-stream enhancement work, invasive plant removal and native plantings that complement ongoing City projects. The team will work extensively to complete riparian restoration works that are required as part of the City’s commitment to Fisheries and Oceans Canada (“DFO”) authorizations, as well as the Ministry of Forests, Lands and Natural Resource Operations and Rural Development (“MFLNRORD”) approvals associated with capital work projects. By linking the needs of Surrey capital and operational works projects and the abilities of the SHaRP team, the City achieves overall better value.

The team will also continue to undertake stabilization of low risk erosion sites identified in the City’s biennial ravine stability assessments, and complete restoration works at riparian sites identified by the general public and stewardship groups via service requests. Salmonid rearing and spawning habitat will be improved through gravel placement to re-introduce substrates within channels, and by improved creek complexity by placing in-stream weirs, boulders and large woody debris on sites. Fish access will be improved through completion of projects that remove barriers to fish migration to upstream habitats.

As many fish-bearing watercourses pass through agricultural lands within the City, the Team will support on-farm stewardship projects in partnership with local community groups and provide information to the local farm community on property stewardship opportunities. Agricultural stewardship campaigns will encourage residents to participate in practices on farms which will encourage diversity of native plants, mitigate soil erosion of arable land and may help mitigate water quality concerns arising within local creeks that may be a concern for livestock and other aquatic species.

The Program supports partnerships and capacity building of local stream keeper and stewardship groups and each year more opportunities are added to the Program to improve connectivity of the SHaRP students to their local community efforts. The team will be involved in habitat enhancement at both of Surrey’s hatcheries, as well as providing support to biologists with A Rocha Canada on a survey of Coastal Cutthroat trout habitat in the Little Campbell River watershed. Estuarine habitats will be improved through a partnership project with Ducks Unlimited Canada to map and remove invasive *Spartina Anglica* cordgrass and giving SHaRP students a unique opportunity to understand the full lifecycle requirements of salmonids and the benefits that tidal zones provide.



Environmental Outreach Team

The focus for the Environmental Outreach Team will be directed at raising public awareness of natural areas and fish habitat within Surrey that will encourage Surrey residents to take pride in the city's rich biodiversity. This team's goals are accomplished through community education programming, as well as through media campaigns that spread the reach of the Program's messaging to a wider audience.

The Team will attend various community events and deliver education programs at parks, day camps, libraries and schools. Partnership opportunities with other City facilitated programs at the Surrey Nature Centre and through the Parks Operations 'Park Play' program will be pursued to consolidate resident stewardship messaging and leverage additional exposure to a variety of audiences. The team will also be facilitating presentations and neighbourhood action programs to school classes and groups on the City's year-round 'Salmon Tracks' storm drain marking program, as well as the City's summertime 'Storm Drain Marking Challenge'.

The team will be encouraging Surrey businesses to operate with their local watershed in mind through an industrial/commercial education outreach campaign. Efforts will be focused on delivering specific industry sector awareness campaigns to educate business operators about storm water pollution concerns. In past seasons, the Program focused the campaign on the painting and pool/hot tub industries, as well as a mailout to all concrete/aggregate contractors. In 2019, the Team will focus on the restaurant sector in the City Centre area where evidence of cooking grease has been found within local waterways.

Media & communications campaigns will actively search for opportunities for media coverage to highlight the environmental initiatives accomplished by Surrey through various Program initiatives and encourage resident participation. The team will build on their successful 'Fishy Fridays' YouTube video series developed in 2018 that encourages viewers to watch weekly updates on projects and teaches about watershed stewardship concepts.

Social media channels, such as Facebook and Instagram, facilitated through the Program, as well as the City's Marketing Department will be used to provide event updates where the general public can meet the SHaRP teams around the City, provide content on projects the teams are working on, and information about the many program partners and funders that have enabled the team to work effectively in the community over the years.

