



TRANSPORTATION AND  
ENVIRONMENTAL SERVICES  
Design and Construction  
150 Frederick Street  
Kitchener ON N2G 4J3 Canada  
Telephone: 519-575-4550  
TTY: 519-575-4608  
Fax: 519-575-4430  
www.regionofwaterloo.ca

**Refer To:**

Michael Halloran

**File No:**

5579

**Date:**

April 22, 2016

Property Owners and Tenants

Dear Sir/Madam:

**Re: Contract 2016-114, Manitou Drive Reconstruction – Bleams Road to Homer Watson Boulevard, City of Kitchener**

As you are aware from previous correspondence, the Regional Municipality of Waterloo is planning the reconstruction of Manitou Drive from just south of Bleams Road to just north of Homer Watson Boulevard in 2016. The contract has been tendered and the contractor being recommended for this project is Bel-Air Excavating & Grading Ltd. from Cambridge, Ontario. Construction is scheduled to commence on or about Tuesday May 24, 2016 (weather permitting) and will continue into November, 2016. This project includes the complete reconstruction of Manitou Drive from just south of Bleams Road to just north of Homer Watson Boulevard, involving the replacement of the following:

- storm sewers;
- sanitary sewer repairs;
- minor watermain work at Wabanaki Drive and fire hydrant relocations;
- new concrete curb and gutters and driveway ramps;
- new concrete sidewalks and a new pedestrian refuge island;
- new segregated cycling lanes on both sides of the road; and
- complete roadway pavement structure including new granulars and asphalt.

As is customary on road reconstruction contracts, the top layer of asphalt will be placed in the year following the reconstruction. Therefore, in 2017 the surface asphalt will be placed as well as any new and replacement tree plantings under favorable weather conditions. The following information is provided to you in order to address some of the questions you may have with respect to the upcoming 2016 contract.

## **Access and Parking**

The Manitou Drive construction work will proceed in two work stages. Stage 1 will involve work on one side of Manitou Drive and Stage 2 will involve the work on the other remaining side. The actual work staging will be determined after detailed discussions with the contractor to determine optimum conditions but it is expected the Stage 1 works will involve the works on the east side (Wabanaki Drive side). During both stages of the construction it is necessary to close half of the existing 4 lane road while maintaining two lanes of traffic (one in each direction) for the entire duration of these works. Access to all businesses and side streets will be maintained to the best practical extent during the construction, however short term driveway and side street closures may be necessary as works occur in the immediate area. As with all road reconstruction projects, traffic delays are expected and are unfortunately unavoidable.

## **Garbage and Recycling**

During construction, we ask that you continue to place your garbage in plastic bags (please avoid use of containers) and place them at the roadway along with your blue box on your normal collection day (if applicable). These garbage and recycling materials will be taken to adjacent side streets for pickup by our contractor and they will return all blue boxes by days end. **Please clearly mark your address number on your blue box to ensure proper return.**

## **Grand River Transit (GRT)**

Grand River Transit buses will continue to travel in both directions on Manitou Drive for the duration of these works. Temporary bus stops for any affected individual bus stops will be provided.

## **Restoration and Landscaping**

The work on this project includes the reinstatement, to existing conditions, driveways, sidewalks and any landscaping that is affected by the work. Only the affected portion of a driveway will be replaced. In order to accommodate the work, it is necessary to remove some existing trees located in the boulevards as part of these road improvements. As a result, the Region of Waterloo will hire a landscape architect to undertake a tree replacement design. The replacement trees will be planted under a separate contract in 2017.

The Region of Waterloo will not replace existing underground lawn sprinkler systems that exist within the Region's road right-of-way. Should any existing sprinkler system be disturbed we will endeavor to salvage the existing sprinkler heads and leave on-site for individual property owners to re-use. Please arrange to have any existing sprinkler system relocated prior to our road construction activities or as a minimum have them located (flagged) by your private sprinkler contractor.

## **Preconstruction Condition Survey**

It is the Region of Waterloo's standard practice to offer to inspect any buildings that might be affected by road construction activities, in advance of construction commencement. If during or after the construction, tenants experience any concerns with their property, the information from the preconstruction survey will prove very helpful in quickly and accurately resolving any claims. The Region of Waterloo is requesting your permission to conduct a preconstruction survey of your property.

Oza Inspections limited has been hired to conduct a preconstruction survey of all properties and buildings within the vicinity of the proposed construction area to verify existing conditions and have started the building surveys. You will be contacted by a staff member from Oza Inspections Limited accordingly.

The survey consists of an interior and exterior inspection of the structures. The exterior inspections will be carried out for the first and second storey including perimeter walkways and landscaping. The interior inspections will be carried out for basement (if applicable), first and second storey. There is no cost to the tenants/owners for this service. Your permission and cooperation in helping us complete this survey is greatly appreciated.

## **Vibrations During Construction**

On projects of this nature, it is normal that you will feel some vibrations from the construction equipment during the Manitou Drive reconstruction, however, it should be minor. We ask that you please remove light, fragile or delicate objects from shelves when construction activity is taking place adjacent to your property. Should you feel that the vibrations are causing damage to your property, we ask that you call us immediately so that we may see how the Contractor can modify their operation to reduce the vibration effects.

## **Water Service Shutdown**

In order to replace an existing aging water valve on the existing watermain on Manitou Drive, it will be necessary to temporarily shutdown water supply to individual properties. The Contractor will provide written hand-delivered notification 2 working days prior to any water service interruption. In order to minimize impacts to Manitou Drive water users and businesses, we propose to perform this water service interruption work on one weekend (approximately between the hours of 8:00pm Saturday until 8:00pm Sunday).

## **Contact Names During Construction**

Staff from the Regional Municipality of Waterloo performed the detailed engineering design and will be responsible for overall contract administration. Construction inspection services for these works will be undertaken by Region of Waterloo staff. We

recognize that road reconstruction projects can cause significant inconvenience to motorists, pedestrians, residents, businesses and their customers. We are making every effort to minimize the disruption and to complete the works in as short a timeframe as possible. We thank you in advance for your patience and cooperation. Should you experience any problems during construction please bring the matter directly to the attention of the on-site construction inspector, Mr. Frank Stolch or me at (519) 575-4529. **For after-hours emergencies** please call the Regional Municipality of Waterloo Service First Call Centre 519-575-4400.

Thank you for your co-operation and patience while these improvements are being undertaken.

Yours truly,

A handwritten signature in black ink, appearing to read 'MH', with a long horizontal flourish extending to the right.

Michael Halloran, C.E.T.

Project Manager, Transportation

MH/ts

cc: Mayor Berry Vrbanovic

Councillor John Gazzola

Stephanie Brasseur, City of Kitchener