



PROCUREMENT AWARD

To:	Mayor Stratthdee and Members of Council
Prepared by:	Dave Blake, Environmental Services Supervisor
Date of Meeting:	12 September 2017
Subject:	PW 49-2017 AWARD OF RFP-PW-14-2017 for Engineering Services for Wastewater Treatment Facility Upgrades

PROJECT DETAILS

The Town of St. Marys is seeking to retain engineering services for the design and subsequent contract administration (project specific) related to various wastewater facility upgrades. The projects, to be completed under the Clean Water and Wastewater Fund (CWWF) grant, consist of the following:

Project No. 1:

Currently, the Wastewater Treatment Plant is equipped with an undersized generator which is incapable of maintaining full operation of the facility in the event of a power failure. The Town is seeking engineering services to facilitate the replacement of the existing unit with a new standby power generator sized appropriately to meet the facility needs now, as well as the future.

Project No. 2:

The Queen Street East Sanitary Pumping Station is currently equipped with a standby power generator however is at the end of its useful life. The Town is seeking engineering services to facilitate the replacement of the existing standby power generator with a new system.

Project No. 3:

The Wastewater Treatment Plant was constructed in the early 1970's with many processes and equipment still in operation today. The current grit removal system consists of an elevated, open air process and has reached its end of life along with the Administration, Control and Laboratory building for the facility. The Town is seeking engineering services related to the design of a new grit removal system, associated odour control system and administration, control and laboratory building for the WWTP.

This RFP is intended to secure engineering services for the above noted projects. The Town wishes to have all three projects fully completed no later than March 31, 2018 to satisfy funding requirements.

RECOMMENDATION

THAT PW 49-2017 Award of RFP-PW-14-2017 for Engineering Services for Wastewater Facility Upgrades be received; and,

THAT the procurement for Engineering Services for Wastewater Facility Upgrades be awarded to R.J. Burnside and Associates Limited for the procured price of \$190,449.52, inclusive of all taxes and contingencies; and,

THAT By-Law 77-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

PROCUREMENT SUMMARY

A procurement document was administered for the above noted project. The following is a summary of the procurement results, as well as a recommendation for a successful proponent:

Procurement Information	Details and Results
Tender Closing Date:	Tuesday, August 22, 2017
Number of Bids Received:	Three (3)
Successful Proponent:	R.J Burnside and Associates Limited
Approved Project Budget:	\$277,284.00
Cost Result – Successful Bid (Inclusive of HST):	\$190,449.52
Cost Result – Successful Bid (Inc. Net of HST rebate):	\$171,505.69
Project Over-budget	Not Applicable

The procurement document submitted by R.J. Burnside and Associates Limited was found to be complete, contractually acceptable, and ultimately provided the best value for the municipality. As such, staff recommends award of the project to R.J. Burnside and Associates Limited.

FINANCIAL IMPLICATIONS

The funding sources for the above noted project are as follows:

01-9416 – Wastewater Treatment Plant Emergency Standby Power	\$16,586.15
01-9417 – Wastewater Emergency Standby Power Replacement, 728 Queen East	\$10,831.47
01-9411 – Wastewater Treatment Plant Facility Improvements	\$163,031.90
Total	\$190,449.52

There is no variance anticipated at this time for the above noted works. These projects are funded through the Clean Water and Wastewater Fund (CWWF), which results in a 50%/25%/25% cost sharing between the Federal Government, Provincial Government and Municipality respectively.

STRATEGIC PLAN

☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.

- Pillar #1 Infrastructure: Developing a Comprehensive and Progressive Infrastructure Plan
 - Outcome: St. Marys is committed to developing a progressive and sustainable infrastructure plan that meets the infrastructure needs of today and tomorrow. This will require a balance between building and regular maintenance.

- Tactic(s): Prepare an itinerary of planned projects that can be made shovel ready in response to funding changes at the senior levels of government.
- Pillar #1 Infrastructure: Granting Readiness
 - Outcome: With a change in the federal government, which has signaled a desire to fund infrastructure projects, it will be vital that the Town be in a state of readiness to compete for much-needed infrastructure funding.
 - Tactic(s): Establish a nimble foresight approach to capital initiatives that creates a project inventory and plans to meet new grant opportunities. Assign a lead staff person for this task.

OTHERS CONSULTED

Jed Kelly, Director of Public Works – Town of St. Marys
Jeff Wolfe, Engineering Technician – Town of St. Marys

ATTACHMENTS

1. Bid Summary

REVIEWED BY

Recommended by the Department

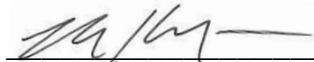


Dave Blake, C.E.T.
Environmental Services Supervisor



Jed Kelly
Director of Public Works

Recommended by the CAO



Brent Kittmer
CAO / Clerk