



Municipality of North Grenville

Report No.
PW-014-2020

File No.
C7-PW

Agenda Date:	June 16th 2020 – Council Meeting
Subject:	RFP NG20-16 – Preliminary and Detailed Design of the WPCP Expansion
Attachments:	Appendix 1: ESR Addendum Volume 1 Appendix 2: RFP NG20-16

RECOMMENDATION

The following recommendation is provided for Council's consideration:

That the 2020 Capital Budget be adjusted by \$500,000 for the Water Pollution Control Plant (WPCP) Expansion Design Project with the funds re-allocated from the Service Building Wastewater 2020 Capital Budget;

And Further That a by-law be enacted to authorize an agreement with JL Richards & Associates (JLR) for the preliminary and detailed design of the Water Pollution Control Plant Expansion in the amount of \$927,660.00, excluding taxes.

BACKGROUND

In the 2020 Budget, Council approved the design of the Water Pollution Control Plant (WPCP) expansion to be completed as a multi-year project. This design portion of the project was to include preliminary and detailed design as well as a tender-ready construction package provided to the Municipality by the successful consultant. The main purpose of this report is to re-allocate \$500,000 from the Service Building Wastewater budget to the WPCP Expansion project. The second purpose of this report is to award the preliminary and detailed design of the WPCP expansion to JLR.

ANALYSIS

In 2015, the Municipality completed a Water and Wastewater Servicing Master Plan Update with Stantec Consulting Ltd. for the urban serviced area. This plan focused on the provision of water and wastewater infrastructure to support the growth and development of this area of the Municipality. The Water and Wastewater Servicing Master Plan Update provided the Municipality with a prioritized action plan that included a Water Pollution Control Plant Environmental Study Report Addendum (WPCP ESR) to be completed.

In 2019, the Municipality completed the WPCP ESR Addendum (**Appendix 1**). The WPCP ESR completed Phase 1 through 4 of the Municipal Class Environmental Assessment process and identified a preferred design concept for the expansion of the WPCP to meet the future wastewater demands of the urban serviced area.

In April 2020, the Municipality issued a Request for Proposal (**Appendix 2**) for a consulting firm to complete preliminary and detailed design based on the preferred design concept identified in the 2019 WPCP ESR. The consultant was also requested to provide the Municipality with a tender ready product for the construction of the expansion by June 2021. The RFP closed on May 25th at 2:00pm, at which point the Municipality received five (5) submissions.

The submissions were reviewed for accuracy and completeness in accordance with the evaluation criteria outlined in the RFP by a Municipal review team. All proposals met the threshold of a minimum of 60 points in the technical evaluation to be considered in the financial evaluation. Proposal costs ranged from \$927,660 to \$1,735,109 inclusive of fees, disbursements, provisional and allowance costs. The submissions are listed in the order in which they were received along with their final evaluation:

Consultant	Overall Score
1. JL Richards & Associates	95
2. CIMA+	69
3. RV Anderson Associates	77
4. WSP	82
5. AECOM	89

Based on the scoring provided by the municipal review team, the consultant with the highest overall score was JLR. The municipal review team performed reference checks on previous wastewater projects completed by JLR with no negative feedback. JLR provides an experienced team with the qualifications and understanding to perform the tasks and objectives outlined in the RFP. This is a multi-year project with a detailed design anticipated to be completed by the end of June 2021. Following the completed design and relevant approvals, the consultant will provide the Municipality with a tender ready product for the construction of the expansion.

ALTERNATIVES

1. The Municipality may fund the un-allocated portion of the construction through financing. This option was not recommended as the Municipality would incur additional financing costs to the overall project. This was not determined to be the preferred option.
2. The Municipality cancel the project. The option was not recommended as the expansion is necessary for continued growth and economic development to occur in the serviced area of the Municipality.

FINANCIAL/STAFFING IMPLICATIONS

This item has been identified in the current budget: Yes **X** No ☐ N/A ☐

This item is within the budgeted amount: Yes ☐ No **X** N/A ☐

The 2020 budget approved by Council for this project was \$512,000. With the proposed cost of \$927,660 excluding taxes there is currently \$415,660 unfunded for this project. To account for taxes and a contingency for the project it is proposed that \$500,000 be re-allocated from the Council approved a budget of \$523,107 for Service Building Works at the WPCP. This capital project was based on the Municipality's asset management

program. As some of the asset management projects identified for repairs were not critical and may be altered during the WPCP expansion it was considered a benefit to defer some of these projects until the design is complete. This was the basis for the recommendation of the re-allocation from this project. The remaining \$23,107 of the capital project, approximately \$11,000 in projects currently underway, would remain to complete works identified from the asset management program.

It is also identified that the WPCP expansion project is growth related project and as such paid through development charges (DC) in accordance with the 2019 Development Charge Study. Due to the cost of the project it was identified that funds used through rate charges including the Service Building Wastewater funds, will be tracked to repay the user rate reserves through the DC charges as allocated in the DC background study when they are collected.

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

LINK TO COUNCIL WORK PLAN

Completing the preliminary and detailed design of the WPCP expansion will help to contribute towards the achievement of the following strategic goals;

- 1) Environmental stewardship by protecting our water sources through ensuring our wastewater treatment system can accommodate the future growth in the urban area.

Prepared by:




**Mike Finley
Superintendent of
Environmental Services**

Reviewed and submitted by:



**Karen Dunlop
Director of Public Works**

Reviewed and submitted by:



**Judy Carroll
Treasurer**

**Recommendation submitted for
Committee of the Whole
consideration by:**



**Gary Dyke
CAO**