



Municipality of North Grenville

To: **Council**

Meeting Date: April 8, 2025

Subject: Award NG25-01 Landfill Monitoring and Engineering Services

Report No: PW-2025-011

Prepared by: Brandon Shipman, Drainage and Waste Manager

Recommendation(s)

THAT Council approve the award of Request for Proposal (RFP) NG25-01 Landfill Monitoring and Engineering Services for a five-year term to Egis Canada Ltd. in the amount of \$76,359.00 excluding applicable taxes for 2025;

AND THAT Council direct staff to draw the \$6,849.00 overage from the 2025 budget allocation for changes to the environmental monitoring plans.

Executive Summary

Purpose

- For Council to approve the recommendations by staff to award the Request for Proposal (RFP) NG25-02 Landfill Monitoring and Engineering Services to Egis Canada Ltd. (Egis)

Key Findings

- That, after fulsome evaluation by staff, Egis Canada Ltd. is the recommended consultant to complete the Municipality's environmental monitoring program for its four waste disposal sites (WDS) as required by the Ministry of Environment, Conservation and Parks (MECP).

Financial Implications

- The 2025 approved budget to monitor North Grenville's four waste disposal sites is \$69,510.00.

- Egis’s cost to provide monitoring services as detailed in the RFP is \$76,359.00. This exceeds the Municipality’s 2025 budget by \$6,849.00 for the four waste sites.
- This amount over the operating budget for the monitoring of the four WDS can be covered by the \$40,000 operating budget which addresses changes to the environmental monitoring plans for 2025. Increased costs will be addressed by each individual WDS in the operating budgets for the remaining years of the five year term of the contract.

Background/Analysis

North Grenville owns and maintains four waste disposal sites (WDS) located in Kemptville, South Gower, Oxford Mills, and Burritts Rapids. Each site is licensed through the Ministry of Environment, Conservation and Parks through an Environmental Compliance Approval (ECA). The ECA for each site determines the activities that are permitted on the site and the environmental monitoring requirements. The environmental monitoring requirements generally consists of collecting surface water, groundwater, and gas samples. The frequency and number of samples varies from site to site. The results from the sampling for each site are compiled into an annual report for each site and sent to the MECP for their review and comment. Changes are then made to the monitoring programs based on the MECP comments.

Request for Proposal (RFP) NG25-01 for a consultant to provide monitoring services and complete the annual reports for the four WDS, was released on February 24, 2025, and closed on March 21, 2025. The term for this contract under the RFP was for five years with the option to extend by two one-year terms if warranted. The Municipality received a total of seven submissions and after staff reviewed all the submissions, the results are as follows:

- | | |
|-----------------------------------|-------------|
| • Egis Canada Ltd. | 89.0 points |
| • Jp2g Consultants Inc. | 85.8 points |
| • Cambium Inc. | 86.6 points |
| • Geofirma Engineering Ltd. | 86.1 points |
| • R.J. Burnside & Associates Ltd. | 81.1 points |
| • EXP Services Inc. | 54.0 points |
| • Blastek Engineering Group | 24.4 points |

Submissions were reviewed and scored based on technical and financial merit as identified in the RFP. Based on the review, Egis scored the highest from a combination of the technical and financial requirements which is the basis for the recommendation.

Relevance to Strategic Priorities

Strategic Pillar	Pillar #4 - Efficient Governance and Service Delivery
Goal	Goal #4.2 - Commit to Asset Management Planning
Key Action	Action #4.2.3 - Ensure maintenance, review, and operational support requirements of existing assets

Options and Discussion

1. Approve the recommendation: this option will facilitate the continuation of the MECP mandated environmental monitoring of North Grenville's four waste sites.
2. Do not approve the recommendation: this option would cease the MECP mandated environmental monitoring and as a result, all four sites would be in contravention of their respective ECA.

Financial Impact

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

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

The budget for the 2025 monitoring period for the four site was approved at \$69,510.00. Egis provided a cost for the project at \$76,359.00 excluding applicable taxes for 2025. This provides \$6,849.00, excluding taxes, over the operating budget for the four sites combined. This amount can be accounted for through the operating budget which addresses changes to the environmental monitoring plans of the four waste sites in 2025. The operating budget for this work is \$40,000.00 and can accommodate the increased amount for 2025.

The budget for each waste site will also be adjusted for the term of the contract which is a five year term. The cost provided by Egis based on the current monitoring plans, excluding applicable taxes, for the four WDS for the five year term are as follows:

2025 - \$76,359.00

2026 - \$78,077.00

2027 - \$77,212.00

2028 - \$81,812.00

2029 - \$80,515.00

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.

Internal/External Consultation

As a part of the RFP process, consultants that submitted proposals provided references from other municipalities where they had completed landfill monitoring and engineering services.

Communications

The RFP was advertised on North Grenville's website and Merx.com. Annual reports for each of the four WDS will be presented for Council to receive.

Attachments

- None