



Staff Report

Report To: Dan Best, Chief Administrative Officer

From: **Don Giberson, Director of Infrastructure & Development**

Date: October 7 2019

Report: ESD.19.35

Subject: Request for Proposals for the Provision of Professional Hydrogeological Services to support a Stage 3 Expansion of the South Huron Landfill.

Recommendations:

That South Huron Council receive the report from Don Giberson, Director of Infrastructure and Development Re: 2019 Request for Proposals for the Provision of Professional Hydrogeological Services to support a Stage 3 Expansion of the South Huron Landfill, AND;

That South Huron Council accepts the proposal received from Golder Associates Ltd. and authorizes the award of a professional services contract to Golder Associates Ltd. for Hydrogeological Services to support a Stage 3 Expansion of the South Huron Landfill in the amount of \$115,291.00 plus HST

Purpose:

To inform Council of the results of the Request for Proposals for the Provision of Professional Hydrogeological Services to support a Stage 3 Expansion of the South Huron Landfill and to obtain approval to award a professional services contract to the successful proponent.

Background and Analysis:

Request for Proposals for the Provision of Professional Hydrogeological Services to support a Stage 3 Expansion of the South Huron Landfill was posted on the Bidsandtenders web site on August 12, 2019. The Request for Proposal closed on Thursday, September 12, 2019 at 2:00pm and three (3) proposals were received by the Municipality. This Request for Proposal was a two envelope process, with the technical submission in a separate envelope from the budget/fee structure for the cost of professional services.

The envelopes containing the technical portion of the proposal (Envelope#1) were opened by Mayor George Finch in the presence of Maggie McBride, Financial Services Officer and Don Giberson, Director of Infrastructure and Development. The second envelope containing the budget/fee structure for the cost of professional services (Envelope#2) remained unopened until after the technical portion of the proposal was reviewed and scored by the RFP Review Committee.

Proposals were received from Golder Associates Ltd., GHD Limited, and SIRATI and Partners Consultants Inc. The first envelope with the technical proposals were evaluated and scored by a RFP Committee comprised of Sandy Becker, Shawn Young and Don Giberson, supported by Ryan Devries.

The RFP's were evaluated based on the criteria set out in the RFP and in accordance with to the Purchasing and Procurement By-Law#33-2017.

Evaluation Criteria	Weighting
Demonstrated performance of the firm for contracts of this size and nature for municipalities of similar size.	25
Relevant experience and qualifications of key personnel identified to perform the work.	15
Approach and methodology to meet the Municipality's requirements.	30
Advisory Services, additional value-added services.	10
Professional Fees.	20
Total	100

All proposals were found to be in general conformance with the submission requirements. The technical portion of the proposals (Envelope#1) were evaluated and scored by the RFP Review Committee.

The envelopes containing the budget/fee structure for the cost of professional services (Envelope#2) were opened. The costing portion of the proposals (Envelope#2) were evaluated and scored by the RFP Review Committee. Based on a review of Envelope#1 and Envelope#2 the proposal submitted by Golder Associates Ltd. received the highest score.

	Demonstrated performance	Relevant experience	Approach and methodology	Advisory Services	Technical Rank	Cost	Rank
Proponents	25%	15%	30%	10%		20%	100%
Golder Associates Ltd	1	1	1	1	1	2	1
GHD Limited	1	1	1	1	1	3	2
SIRATI and Partners Consultants Inc	2	2	2	2	2	1	3

Golder and GHD both have considerable experience with municipal landfill sites and their proposals included significant added value items, which were considered in the RFP evaluation. SIRATI's proposal, although the lowest cost, lacked relevant municipal landfill experience, included several qualifications/conditions related to insurance/liability and offered no added value items.

Operational Considerations:

None were considered.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process.

The recommendations and actions outlined in this report are reflective of the following strategic objectives:

Administrative Efficiency and Fiscal Responsibility

Increased Communications and Municipal Leadership

Transparent, Accountable and Collaborative Governance

Dedicated Economic Development Effort

Financial Impact:

The total approved 2019 capital budget for the Landfill Expansion Project Stage 3 is \$115,000. A portion of the work will be completed in 2019 and the balance in 2020. The cost of all proposed 2019 work is within the amount approved in the 2019 Budget. The cost of professional services for the 2020 work will be included in the proposed budgets for 2020, subject to Council approval.

A summary and breakdown of these costs are as follows:

\$52,515+HST for 2019 Work - (includes pre-consultation, preparation work, site visits and drilling monitoring wells.

\$62,776+HST for 2020 Work – (includes seasonal sampling of monitoring wells, hydrogeological assessments and preparation of final report).

Legal Impact:

There are no legal implications for the Corporation resulting from the proposed recommendation.

Staffing Impact:

There are no staffing implications for the Corporation resulting from the proposed recommendation.

Policies/Legislation:

1. Environmental Protection Act, R.S.O. 1990, c. E.19
2. Ontario Regulation 347 – General Waste Management
3. Ontario Regulation 232/98 – Landfilling Sites
4. South Huron Landfill Site MOECC Environmental Compliance Approval A161501
5. MOECC Technical Support for Ontario Drinking Water Standards, Objectives and Guidelines
6. MOECC Reasonable Use Concept into MOE Groundwater Management Activities
7. MOECC Water Management Policies, Guidelines, Provincial Water Quality Objectives

Consultation:

Ryan Devries, BM Ross Engineers; Sandy Becker, Director of Financial Services/Treasurer and Shawn Young, Manager of Environmental Services.

Related Documents:

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Don Giberson', enclosed within a large, loopy oval shape.

Don Giberson, Director of Infrastructure & Development