

The Corporation of the City of Kawartha Lakes

Council Report

Report Number PUR2019-048

Date: November 19, 2019

Time: 1:00 p.m.

Place: Council Chambers

Ward Community Identifier: All Wards

Title: 2019-92-OP Annual Monitoring Reports at Specified Landfills

Author and Title: Linda Lee, Buyer

Kerri Snoddy, Regulatory Compliance Officer

Recommendation(s):

That Report PUR2019-048, **2019-92-OP Annual Monitoring Reports at Specified Landfill Sites**, be received;

That Azimuth Environmental Consulting Inc. be selected as the highest scoring proponent, for the award of Request for Proposal 2019-92-OP Annual Monitoring Reports at Specified Landfill Sites for the initial term of two (2) reporting terms for the 2019 and 2020 calendar years;

That Council authorize the option to renew the contract for one (1) additional reporting term upon mutual agreement and successful completion of the initial term; and

That subject to receipt of the required documents, the Mayor and Clerk be authorized to sign the agreement.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

The scope of the work requested in the Request for Proposal (RFP) 2019-92-OP Annual Monitoring Reports at Specified Landfill Sites involves preparing the Annual Monitoring Reports for the 2019 and 2020 monitoring years for the operating Eldon landfill, Fenelon landfill, and Lindsay Ops landfill, as well as the closed Lindsay St. North landfill. The reports will be similar in scope and content to those produced previously and completed in accordance with the requirements listed in the Environmental Compliance Approvals for each site. Hard copies of each report will be submitted to the City as well as an electronic PDF copy. Copies of each report will also be sent on the City's behalf to the Ministry of the Environment Conservation and Parks Peterborough District and Kingston Regional offices each year as required.

The Request for Proposal (RFP) 2019-92-OP Annual Monitoring Reports at Specified Landfill Sites was released and advertised in accordance with the Purchasing Policy.

The RFP closed on Thursday October 10, 2019 and was opened in a public meeting with Councilor Pat Dunn and Linda Lee, Buyer. Proposals were received from the following:

Company Name
Azimuth Environmental Consulting, Inc.
Arcadis Canada Inc.
Cambium Inc.
Concentric Geoscience Inc.
Golder Associates Ltd.
Peto MacCallum Ltd.
RWDI Air Inc.

An evaluation committee carefully evaluated and scored each Proposal by consensus, based on the criteria described within the request for Proposal.

The proposal was a two envelop system, with the financial envelope only being opened if the submission met the minimum threshold for the written portion.

Azimuth Environmental Consulting Inc. was found to be the highest scoring proponent.

References were checked and found to be favorable.

Rationale:

Proposals were evaluated based on a two (2) envelope system to ensure that the firms submitting were properly screened to meet the required criteria in the proposal. Key points of the evaluation criteria were experience and qualifications, technical support, and approach and methodology. Scoring was set at 120 points for the written portion of the submissions with a minimum threshold of 90 points; and 80 points for the financial consideration. Proposals were ranked accordingly.

Staff recommends that Azimuth Environmental Consulting Inc. be selected for the award of Request for Proposal 2019-92-OP Annual Monitoring Reports at Specified Landfill Sites as the highest scoring proponent.

The initial term of the contract is for two (2) reporting terms for the 2019 and 2020 calendar years, with an option in favour of the city to extend the contract for an additional one (1) reporting term upon mutual agreement and successful completion of the initial term. An annual increase will be applied to the unit price based on the annual percentage change in the consumer Price Index, Ontario – All –Items, up to a maximum of three percent (3%).

Other Alternatives Considered:

No other alternative is being considered as the competitive procurement process was followed and the highest scoring proponent is being recommended.

Financial/Operation Impacts:

The Water and Wastewater Department will ensure that costs for these services are incorporated in all future Water and Wastewater Operating Budgets for each year of the contract and any optional renewals. The Department will also monitor the project to ensure that the spend remains within budget for each contract year.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

This project relates to Goal 3 by ensuring the specified landfills are operating effectively.

- Goal 3 – A Healthy Environment- To further support this specific goal, the project work will involve evaluating all of the environmental sampling work at the specific landfill sites in relation to nearby groundwater and surface water resources. This analysis will ensure that the landfill sites with their associated leachate controls (including collection systems or attenuation

zones) are operating properly and in accordance with their Environmental Compliance Approvals (ECA's). This will work therefore supports a healthy environment in the City and particularly around the landfill sites.

Consultations:

Manager of Environmental Services

Department Head E-Mail: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson, Director of Public Works

Department File: 2019-92-OP