



## Council Report

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**Report Number:** PUR2021-013

**Meeting Date:** April 20, 2021

**Title:** Single Source for Facility Condition and Capital Needs Assessments

**Description:**

**Author and Title:** Linda Lee, Buyer  
Tauhid Khan, Asset Management Coordinator

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### Recommendation(s):

**That** Report PUR2021-013, **Single Source for Facility Condition and Capital Need Assessments**, be received;

**That** Council authorize the single source purchase to the Ontario Clean Water Agency (OCWA) for the facility condition and capital needs assessment for the total amount of \$149,616.00 not including HST;

**That** the Mayor and Clerk be authorized to sign the agreement; and

**That** the Procurement Division be authorized to issue a purchase order.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

**Background:**

At the Council Meeting of February 16, 2021, Council adopted the following resolution:

Project 998210403 – Facility Condition & Capital Needs Assessments

Budget \$150,000

Funded by:

Water Infrastructure Reserve: \$100,000

Sewage Infrastructure Reserve: \$50,000

CC2021-04.6.2

**Water and Wastewater Proposed 2021 Operating Budget**

Bryan Robinson, Director of Public Works

(Refer to Page 159 of the 2021 Proposed Operating Budget)

The proposed 2021 Operating Budget for Water and Wastewater was reviewed.

**CR2021-088**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Yeo

**That** the 2021 Water and Wastewater Capital and Operating Budget be approved.

**Carried**

This report addresses that direction.

OCWA is the operating authority for 25 water and waste water facilities across the City and holds the contract for the overall responsibility for the operations and maintenance. Part of that responsibility is to manage the capital projects at these facilities. As the City remains responsible for funding capital works at these facilities, an assessment of each facility's condition and long-term capital needs is required. The purpose of this project is to identify scope, quantify and forecast capital needs at the facility level, inclusive of estimated capital costs and capital project timing.

**Rationale:**

Staff recommend that Council authorize that this project be added to the OCWA contract for the facility condition and capital needs assessment for the amount of \$149,616.00. The City is not in a position to carry out this work in-house. Awarding to OCWA will minimize costs and maximize outcome quality.

**Other Alternatives Considered:**

No other alternative was considered as the City's Purchasing Policy allows for a single source when there is no viable alternate or substitute that meets the specifications, and there is already a contract in place that can facilitate this.

**Alignment to Strategic Priorities**

This project relates to the following strategic priorities:

1. Healthy Environment
2. A Vibrant and Growing Economy
3. Good Government

**Financial/Operation Impacts:**

Funds for the Condition and Capital Needs Assessment was approved through the 2021 Capital Budget.

Project Number	Project Budget	Other Committed Funds *see below	Project Balance	Purchase Amount (excl. HST)	Contingency	HST Payable	Total Amount	Project Balance
998210403	\$150,000		\$150,000	\$144,616	\$5,000	exempt	\$149,616	\$384

Upon completion of the work, any remaining surplus or deficit will be dealt with through a capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

**Consultations:**

Supervisor Cost Accounting

**Department Head email:** jrojas@kawarthalakes.ca

**Department Head:** Juan Rojas, Director of Engineering and Corporate Assets