



## Council Report

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**Report Number:** PUR2024-019  
**Meeting Date:** July 23, 2024  
**Title:** 2024-007-CP EA and Detailed Design for Anne St and Front St Sewage Pumping Station  
**Author and Title:** Linda Lee, Buyer  
Nafiur Rahman, Supervisor, Environmental Capital Project Management

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### Recommendation(s):

**That** Report PUR2024-019, **EA and Detailed Design for Anne St and Front St Sewage Pumping Station**, be received;

**That** ConceptDash Inc be selected for the award of the Request for Proposal (RFP) **2024-007-CP EA and Detailed Design for Anne St and Front St Sewage Pumping Station** as the highest scoring Proponent;

**That** the deficit of \$196,689.00 (including payable HST) be financed 50% (\$98,344.50) from the Sewer Infrastructure Reserve (1.32030) and 50% (\$98,344.50) from the Development Charge Reserve – Wastewater Collection (3.24140 A331176);

**That** subject to receipt of the required documents, the Director of Engineering and Corporate Assets be authorized to execute the agreement to award; and

**That** the Engineering and Corporate Assets Department be authorized to issue a purchase order.

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

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

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

**Background:**

The community of Bobcaygeon is serviced by a municipal wastewater collection system with eleven sewage pumping stations (SPS) that discharge to the Bobcaygeon Water Pollution Control Plant (WPCP). To accommodate the increased growth within areas north of the Bobcaygeon river, Front St and Anne St SPSs are required to be upgraded or expanded.

The existing settlement within the north-west area of Bobcaygeon is serviced by the Front St SPS. The upgrade to this SPS will primarily service the growth from Three Lakes Developments (Former Rokeby Subdivision). However, the Front St SPS is a tributary SPS to the Anne St SPS. The Anne St SPS collects flows from the entire north side of the Bobcaygeon River through various gravity mains from its own sewershed in addition to the flows from the Front St SPS and three other SPSs at the north of Bobcaygeon River.

The scope of the work is to provide engineering services to undertake Schedule B Municipal Class EA study, detailed design and other engineering works including technical studies and field investigations to support the EA study and detailed design for the upgrade/expansion of both SPSs.

The Request for Proposal (RFP) 2024-007-CP EA and Detailed Design for Anne St and Front St Sewage Pumping Station was issued in accordance with the Purchasing Policy.

The RFP was opened electronically on June 21, 2024 with the following submissions:

<b>Company Name</b>
ConceptDash Inc
The Greer Galloway Group
Ainley Graham

The submissions were scored by an evaluation committee to consensus. ConceptDash Inc. was found to be the highest scoring Proponent. References were checked and found to be favorable.

**Rationale:**

Staff recommend that ConceptDash Inc. be selected for the award of the Request for Proposal (RFP) 2024-007-CP EA and Detailed Design for Anne St and Front St Sewage Pumping Station as the highest scoring Proponent.

An additional \$104,138 is requested to cover regulatory agency permit fees and an allowance for additional investigation due to unknown site conditions that will result from the Environmental Assessment (EA).

**Other Alternatives Considered:**

No alternative is being recommended as a competitive procurement process was issued and the highest scoring Proponent is being recommended.

**Alignment to Strategic Priorities**

The recommendation in the report contributes to Council’s adopted strategic plan namely:

1. Healthy Environment
2. An Exceptional Quality of Life
3. A Vibrant and Growing Economy
4. Good Government

**Financial/Operation Impacts:**

Financing for 2024-007-CP EA and Detailed Design for Anne St and Front St Sewage Pumping Station is included in the 2021 Capital budget.

998210407 – Anne St. SPS

Project Number	Original Project Budget	Other Committed Funds *see below	Project Balance	Purchase Amount (excl. HST)	Additional EA Expenses and Permit Fees	HST Payable	Total Amount	Project Balance
998210407	\$120,000	\$12,822	\$107,178	\$195,410	\$104,138	\$4,319	\$309,729	(\$196,689)

Other committed funds include actual and forecasted internal staff labour charges.

The financial deficit of \$196,689.00 will be funded equally from the Sewer Infrastructure Reserve (1.32030) and the Development Charge Reserve – Wastewater Collection (3.24140 A331176). Any additional surplus or deficit will be dealt with by the Treasury Department according to the Capital Close policy.

**Consultations:**

Executive Assistant – Engineering and Corporate Assets  
Senior Engineering Technician  
Junior Accountant  
Supervisor of Procurement  
Treasurer  
Manager of Corporate Assets  
Director of Engineering and Corporate Assets  
Director of Corporate Services

**Department Head email: [jrojas@kawarthalakes.ca](mailto:jrojas@kawarthalakes.ca)**

**Department Head: Juan Rojas**

**Department File: 2024-007-CP**