

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF APRIL 19, 2016

Item 3, Report No. 18, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on April 19, 2016.

3 AWARD OF CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES FOR THE ANNUAL LANDFILL GAS AND WATER MONITORING PROGRAM AT THE FORMER VAUGHAN LANDFILL AT TESTON ROAD AND KEELE STREET

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Deputy City Manager, Public Works and the Director of Environmental Services, dated April 5, 2016:

Recommendation

The Deputy City Manager, Public Works and the Director of Environmental Services, in consultation with the Director of Purchasing Services and the Director of Financial Planning & Analytics, recommend:

1. That RFP15-549 Annual Landfill Gas and Water Monitoring Program at the former Vaughan Landfill at Teston Road and Keele Street be awarded Cole Engineering Group Limited in the amount of \$139,220.20 plus applicable taxes for a term ending April 30, 2018;
2. That a contingency allowance in the amount of \$19,779.80 be approved for emergency monitoring required as a result of unforeseen circumstances during the term, within which the Director of Environmental Services, or designate, is authorized to approve amendments to the contracts within this service; and,
3. That the Mayor and City Clerk be authorized to sign the necessary documents.

Contribution to Sustainability

An integral part of sustainability in the City of Vaughan includes effective management of the former Vaughan Landfill. Proper management of a closed landfill ensures appropriate site monitoring and maintenance as well as consideration of environmental effects from ground and surface water and landfill gas.

Economic Impact

Funding for the first year of the contract is available from the Environmental Services 2016 approved operating budget. Funds for the remaining two year term and the contingency will be submitted for budget consideration in the respective budget years.

Communications Plan

N/A

Purpose

The purpose of this report is to award RFP15-549: Annual Landfill Gas and Water Monitoring Program at the former Vaughan Landfill at Teston Road and Keele Street to Cole Engineering Group Limited in the amount of \$139,220.20 plus applicable taxes for a term ending April 30, 2018.

Background - Analysis and Options

The Vaughan Landfill accepted waste from the mid-1960's until its closure in July 1984. The closure approval issued by the Ministry of the Environment and Climate Change (MOECC)

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requires the City to conduct an annual monitoring program consisting of groundwater, surface water and methane gas monitoring ensuring compliance with all applicable acts and regulations. The City is also required to report to the MOECC on the production of methane gas twice annually.

RFP 15-549 was advertised on City Page, Bidding and OPBA website on November 24, 2015, with a closing date of December 10, 2015. Three (3) Addenda were issued to answer questions received and the closing date was extended to December 17, 2015. In response to the Request for Proposal, RFP documents were picked up by nineteen (19) potential proponents, and upon closing, four (4) proposal submissions were received from the following proponents:

1. exp Services Inc.
2. MMM Group Limited
3. Cole Engineering Group Ltd.
4. Groundwater Environmental Management Services Ltd.

An Evaluation Committee comprised of staff from Environmental Services and facilitated by Purchasing Services carried out the evaluation process. The City's bid package provided details of the contract, including the following criteria to be used in the evaluation of competing proposal submissions:

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| i. Understanding of the Assignment: | 25% |
| ii. Work Plan and Project Management: | 20% |
| iii. Qualification of the Firm and of the Staff Assigned to the Project: | 20% |
| iv. Report Format: | 20% |
| v. Proposal Fee: | 15% |

Technical proposals from all four proponents were evaluated based on the above criteria and the ability of the proponent to meet the requirements set forth in the RFP.

The Proposal from Cole Engineering Group Ltd. received the highest technical score. The Proposal Fees submitted by Cole Engineering Group Ltd. were \$139, 220.20 plus applicable taxes for the three year contract term. Proponents were also required to submit a project fees spreadsheet showing the breakdown of fees, including the estimated time to be spent by each staff member on each task, the hourly rates, sub-total for each task, reimbursable expenses and disbursements and the total estimated fees as outlined in the proponents work plan.

The Proposal Fees, and proposal fees spreadsheet submitted by Cole Engineering Group have been reviewed by Environmental Services staff and are found to be competitive and favourable when compared to the actual costs paid for these services over the duration of the previous contract.

Cole Engineering Group Limited is a Canadian employee-owned company. The section of the firm that will be overseeing this monitoring project has strong technical knowledge of environmental monitoring and contaminant transport modelling with proven capabilities in project management. Cole Engineering Group and their subcontractors have extensive experience in landfill gas and water monitoring projects including work for the City of Markham, Region of Waterloo, and Region of Peel.

Relationship to Term of Council Service Excellence Strategy Map (2014-2018)

This report supports the Term of Council Priority of continuing to cultivate an environmentally responsible city through the management of the former Vaughan landfill.

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Regional Implications

Not applicable.

Conclusion

Throughout late 2015 and early 2016 staff undertook an RFP process to secure a consultant team to monitor the groundwater and gas at the former Vaughan landfill. Following a review of submissions by the City's evaluation team, staff recommends awarding the contract to the highest scoring Cole Engineering Group Ltd. Cole Engineering Group provided an excellent proposal that demonstrates a thorough understanding of the assignment and they are well qualified to fulfill the requirements of the contract.

Attachments

N/A

Report prepared by:

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