

TO:	CHAIR AND MEMBERS CIVIC WORKS COMMITTEE MEETING ON MAY 24, 2016
FROM:	JOHN BRAAM, P.ENG MANAGING DIRECTOR - ENVIRONMENTAL & ENGINEERING SERVICES & CITY ENGINEER
SUBJECT:	APPOINTMENT OF CONSULTING ENGINEER LONG TERM SOLID WASTE RESOURCE RECOVERY & DISPOSAL PLANS

RECOMMENDATION

That, on the recommendation of the Managing Director - Environmental & Engineering Services & City Engineer, the following actions **BE TAKEN** with respect to the assignment of consulting services to carry out an individual environmental assessment for long term resource recovery and disposal plans:

- a) Golder Associates Ltd. **BE APPOINTED** Consulting Engineers in the amount of \$567,000, including 15% contingency, excluding HST, in accordance with Section 15.2 (e) of the Procurement of Goods and Services Policy;
- b) the financing for this project **BE APPROVED** as set out in the Sources of Financing Report attached here to as Appendix A;
- c) that Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this matter;
- d) the approvals given herein **BE CONDITIONAL** upon the Corporation entering into a formal contract with the consultant for the work; and,
- e) the Mayor and City Clerk **BE AUTHORIZED** to execute any contract or other documents, if required, to give effect to these recommendations.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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Relevant reports that can be found at www.london.ca include:

- Individual Environmental Assessment - Long Term Solid Waste Resource Recovery & Disposal Plans, Civic Works Committee (CWC) Meeting on October 6, 2015, Item 15)
- Waste Diversion and Garbage Collection Updates (CWC Meeting on November 25, 2013, Item #7)
- W12A Landfill Community Enhancement and Mitigative Measures Program, Environment and Transportation Committee (ETC) Meeting on May 11, 2009, Agenda Item #12
- City of London W12A Landfill Area Plan Study Meeting on Official Plan & Zoning By-Law Amendment, Planning Committee on February 9, 2009, Agenda Item #15
- Waste Diversion Strategy Public Consultation Document and Recent Waste Diversion Initiatives – A Road Map to Maximize Waste Diversion in London (December 10, 2007 meeting of ETC, Agenda Item # 9)

2015 – 19 STRATEGIC PLAN

Municipal Council has recognized the importance of solid waste management including waste diversion, climate change and other related environmental issues in its 2015-2019 - Strategic Plan for the City of London ([2015 – 2019 Strategic Plan](#)). With respect to this CWC Report 3 of the 4 Areas of Focus address long term solid waste planning.

Building a Sustainable City

- Strong and healthy environment

Leading in Public Service

- Excellent service delivery

Growing our Economy

- Strategic, collaborative partnerships

BACKGROUND

PURPOSE

The purpose of this report is to seek Council approval to award Golder Associates Inc. a contract for consulting services for the Individual Environmental Assessment for Long Term Resource Recovery and Disposal Plans based on a two-stage Request for Expression of Interest/Request for Qualifications (REIO/RFQUAL) and Request for Proposals (RFP) process.

SUMMARY

Six (6) submissions were received in response to REIO/RFQUAL 15-09 for consulting services for the Individual Environmental Assessment for Long Term Resource Recovery and Disposal Plan. Based on the submissions received, a shortlist of three consulting firms were invited to submit a formal proposal.

All three invited firms submitted a proposal for this assignment in response to RFP 16-19. Golder Associates Inc. received the highest score based on their understanding of the work, technical expertise, experience and price. It is recommended that Golder Associates Inc. be awarded this assignment.

BACKGROUND

Assignment

The W12A Landfill Site is one of the most important assets owned by the City of London as it ensures that residual waste from residents and businesses of London (after recycling and composting) can be managed within our boundaries at an affordable cost. The W12A Landfill has between 8 and 14 years of capacity remaining depending on how garbage is managed from residents and businesses in the future. With no changes to existing waste management practices it is estimated that the W12A Landfill has about 9 years of capacity remaining.

Approvals, design and construction of new long term resource recovery and disposal capacity will take several years. The first step in this process is completion of a resource recovery plan and an Individual Environmental Assessment to determine the most appropriate long term resource recovery and disposal methods.

The Individual Environmental Assessment process in Ontario has two distinct parts. The first part is the preparation and submission to the Ministry of Environment and Climate Change (MOECC) a Proposed Terms of Reference. Once approved by the Minister, the Terms of Reference sets out the requirements for the subsequent Environmental Assessment study which is conducted by the proponent (i.e., City of London).

In October 2015, Council directed staff to proceed with an Individual Environmental Assessment to develop long term solid waste resource recovery and disposal plans for the City of London. This assignment is to provide consulting services for:

- Preparation of the Proposed Terms of Reference
- Completion of the Planning/Evaluation portion of the Environmental Assessment
- Assistance with Resource Recovery Plan
- Assistance with Community Engagement

It should be noted that City staff will be responsible for the overall direction and management of the project including community engagement and will also be preparing and/or assisting in the preparation of some of the supporting documentation. This request for consulting services excludes any technical studies (e.g., transportation impact study, archaeological impact, etc.) required for completion of the Environmental Assessment.

Purchasing Process

Due to the anticipated budget for this assignment, the City employed a two phase purchasing process in accordance with 15.2 (e) of the Procurement of Goods and Services Policy. A request for REIO/RFQUAL was issued via Biddingo. Six (6) submissions were received in response to the REIO/RFQUAL. Based on the submissions received, a shortlist of three consulting firms were invited to submit a formal proposal. The three firms were Dillon Consulting Limited, Golder Associates Inc. and HDR Corporation.

All three invited firms submitted a proposal for this assignment in response to RFP 16-19. The submissions were reviewed by staff from the Solid Waste Management Division and Purchasing & Supply to ensure compliance with the City's Procurement of Goods and Services Policy. All three proposals met the City's requirements.

A review committee consisting of staff from the Solid Waste Management Division reviewed the Proposals for technical content.

Results

A two envelope process was employed, one containing the technical proposals and the second containing the firms' price for the work. Following the technical evaluation, the financial proposals were opened and the overall scoring was calculated, based on a combination of price and technical score (i.e., price divided by the number of technical points received), to select the recommended Proposal. The proposal from Golder Associates Inc. received the highest score based on their understanding of the work, technical expertise, experience and price. This represents the best value to the City.

Summary Project Schedule

The project is expected to proceed as per the following major time periods:

Task	Period
Start of project	July 2016
Review of resource recovery options and residual waste need (including community engagement)	Aug. 2016 to Jan. 2017
Development of Long Term Resource Recovery Plan	Feb. 2017 to May 2017
Presentation of Long Term Resource Recovery Plan to CWC (and public participation meeting)	June 2017
Review of residual waste disposal options (including community engagement)	Feb. 2017 to Sept. 2017
Development of Terms of Reference (including presentation to CWC & public meeting)	Oct. 2017 to Jan. 2018
Review of Terms of Reference by MOECC	Feb. 2018 to June 2018
Completion of Environmental Assessment (including community engagement and technical studies)	July 2018 to March 2020

Financial Impact

The engineering estimate for the tasks prescribed by the City in this assignment was \$600,000. Golder's submission was \$497,000 excluding contingency. The 15% contingency is added to the budget and would be used, if needed, for unanticipated work (e.g., additional community engagement, consultation with Provincial agencies, technical review with regulatory authorities, focused research to answer specific questions, etc.). The total budget is \$567,000.

Funding for this assignment has been allocated in the 2016 and previous year's capital budgets as a life cycle renewal project. The Sources of Financing Report for this assignment is attached as Appendix A.

ACKNOWLEDGEMENTS

This report was prepared with the assistance of Chris Ginty, Procurement Officer, Purchasing & Supply.

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PREPARED AND SUBMITTED BY:	RECOMMENDED BY:
JAY STANFORD, M.A., M.P.A. DIRECTOR, ENVIRONMENT, FLEET & SOLID WASTE	JOHN BRAAM, P.ENG. MANAGING DIRECTOR, ENVIRONMENTAL & ENGINEERING SERVICES & CITY ENGINEER

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Appendix A: Source of Financing

- c Paul Smolkin, Golder Associates Inc., 1931 Robertson Road, Ottawa, ON, K2H 5B7
Pat Shack, Engineering Administration