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| <b>TO:</b>      | <b>CHAIR AND MEMBERS<br/>CIVIC WORKS COMMITTEE<br/>MEETING ON NOVEMBER 21, 2017</b>                                       |
| <b>FROM:</b>    | <b>KELLY SCHERR, P.ENG., MBA, FEC<br/>MANAGING DIRECTOR, ENVIRONMENTAL AND ENGINEERING<br/>SERVICES AND CITY ENGINEER</b> |
| <b>SUBJECT:</b> | <b>SUPPLY AND INSTALLATION OF AN INDUCTIVELY COUPLED<br/>PLASMA OPTICAL EMISSION SPECTROPHOTOMETER</b>                    |

**RECOMMENDATION**

That, on the recommendation of the Managing Director of Environmental and Engineering Services and City Engineer, the following actions **BE TAKEN** with respect to the supply and installation of an inductively coupled plasma optical emission spectrophotometer:

- (a) that Agilent Technologies Canada Incorporated. **BE AWARDED** the supply, installation and two-year maintenance contract for an inductively coupled plasma optical mission spectrophotometer at a total price of \$118,636.45 plus taxes. The Agilent Technologies Canada Incorporated proposal meets the City’s requirements and is in compliance with the Procurement of Goods and Services Policy;
- (b) that Civic Administration **BE AUTHORIZED** to undertake all administrative acts which are necessary in connection with this matter;
- (c) that the approval given herein **BE CONDITIONAL** upon the Corporation entering into a formal contract or issuing a purchase order relating to the subject matter of this approval; and,
- (d) the financing for the purchase **BE APPROVED** as set out in the Source of Financing Report attached as Appendix ‘A’.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

None.

**2015-19 STRATEGIC PLAN**

The following report supports the Strategic Plan through a focus on:

Building a Sustainable City by working together to protect all aspects of our natural environment including woodlands, wetlands, river and watercourses, and air quality as our city grows.

**BACKGROUND**

**Purpose**

To recommend that Agilent Technologies Canada Incorporated be declared the successful proponent to provide the supply and installation of inductively coupled plasma optical emission spectrophotometer for the City of London and Greenway Wastewater Treatment Operations.

## **Purchasing Process**

Approval for this award is requested in accordance with the Procurement of Goods and Services Policy, Section 12.2, Clause (b).

### **Context**

To protect the operation of wastewater treatment plants and the environment, analysis of metals is required. Excessive copper, chromium or zinc can kill bacteria used to degrade sewage and impact organisms in the Thames River. Metals can originate from such sources as plating and/or manufacturing facilities. The Waste Discharge By-law WM-16 has limits for discharge to the sanitary sewer, and monitoring of metals is required to ensure compliance to protect wastewater treatment and the Thames River. An inductively coupled plasma optical emission spectrophotometer is used by the Greenway lab to determine the concentration of trace metal contamination in wastewater. The existing inductively coupled plasma optical emission spectrophotometer is 15 years old, at the end of its service life, no longer supported by the manufacturer, and parts are no longer available.

## **PROCUREMENT PROCESS**

Request for Proposal (RFP) 17-16 was released on August 10, 2017, through Purchasing and Supply, Finance and Corporate Services. It was posted on Biddingo.com with a closing date originally of September 1, 2017,. The closing date was delayed to September 28, 2017 to allow for suppliers to ask additional questions.

Four proponents responded to the RFP and were all deemed compliant for review by the internal committee made up of management and laboratory staff from Wastewater Treatment Operations. The internal committee reviewed the submissions against the requirements indicated in the RFP document.

Agilent Technologies Canada Incorporated was the highest scoring proponent, demonstrating their ability to meet the City of London and Wastewater Treatment Operations' needs.

## **FINANCIAL IMPACT**

Funding for the supply and installation of inductively coupled plasma optical emission spectroscopy is provided by Capital Budget ES5084-14 as per Appendix 'A'.

## **CONCLUSION**

It is recommended that Agilent Technologies Canada Incorporated be awarded the contract for the supply and installation of inductively coupled plasma optical emission spectroscopy.

**Acknowledgements**

This report was prepared with the help of Tony Van Rossum, P.Eng. Environmental Services Engineer of the Wastewater Treatment Operations Division and Sarah Denomy, Procurement Officer, Purchasing and Supply.

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| <b>PREPARED BY:</b>  | <b>REVIEWED AND CONCURRED BY:</b>   |
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| <b>GEORDIE GAULD,<br/>DIVISION MANAGER<br/>WASTEWATER TREATMENT<br/>OPERATIONS</b>   | <b>SCOTT MATHERS, MPA, P. ENG.<br/>DIRECTOR, WATER AND<br/>WASTEWATER</b> |
| <b>RECOMMENDED BY:</b>   |   |
| <br><br><br><br><br>   |   |
| <b>KELLY SCHERR, P.ENG., MBA, FEC<br/>MANAGING DIRECTOR<br/>ENVIRONMENTAL &amp; ENGINEERING<br/>SERVICES AND CITY ENGINEER</b> |   |

Attachment: Appendix 'A' – Sources of Financing

Cc: John Freeman, Manager, Purchasing and Supply  
Sarah Denomy,  
T. Van Rossum