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TO:	CHAIR AND MEMBERS CIVIC WORKS COMMITTEE MEETING ON MONDAY, MAY 27, 2013
FROM:	JOHN BRAAM, P.ENG. MANAGING DIRECTOR – ENVIRONMENTAL & ENGINEERING SERVICES & CITY ENGINEER
SUBJECT:	T13-56 SUPPLY & DELIVERY OF POLYMERS – WASTEWATER TREATMENT

RECOMMENDATION

That, on the recommendation of the Managing Director – Environmental & Engineering Services and City Engineer, the following actions **BE TAKEN** with respect to T13-56 Supply and Delivery of Polymers for Wastewater Treatment:

- a) the bid submitted by BASF Canada Inc., 100 Milverton Dr., 5th Floor, Mississauga, ON L5R 4H1 at its tendered price of \$1,242,052.99 (excluding HST), for the supply and delivery of Polymers at the Wastewater Treatment Plants **BE ACCEPTED**; it being noted that the bid submitted by BASF Canada Inc., was the lowest of three bids received and meets the City’s requirements in all areas;
- b) that the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this contract; and
- c) approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or issuing a purchase order relating to the subject matter of this approval.

BACKGROUND

Purchasing Process

Three (3) bids were received as a result of this tender call May 8, 2013 as summarized in Appendix “A” attached.

BASF Canada Inc. is the low bid and meets all the terms, conditions and specifications of T13-56.

The term of the contract is for a six (6) month period, with the option to renew the contract for one (1) additional year.

Discussion

Polymer is used in Wastewater Treatment to bind solids particles together and is a critical component in biosolids thickening and dewatering. Thickening increases solids content from 0.5% solids to 5% and dewatering increases solids content from 3.5% to 26%. This reduces the volume of sludge requiring storage and transport and also reduces the capacity of equipment required for further solids processing including incineration. No substitutes are available for polymer in these processes.

This tender will be awarded for a six month term with an option to renew for an additional year. Suppliers are normally given an opportunity to test their prospective polymers on a full scale basis before preparing their bids, however; the new biosolids dewatering equipment has not been commissioned yet and testing was not possible. Limiting the contract award to six months with the option to renew minimizes the risk to both the City and the suppliers given the uncertainty associated with untested products. Performance specifications were included in the tender and will be used as a basis to evaluate the products supplied by BASF when the new equipment is fully commissioned. Should BASF be unable to meet the specifications, the contract will be retendered after six months.

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Financial Impact

Funding for this project is provided in the City's approved 2013 Operating Budget.

Acknowledgements

This report was prepared by Geordie Gauld, Division Manager, Wastewater and Treatment Operations and Terri Sue Wyatt, Procurement Officer, Purchasing and Supply

SUBMITTED BY:	RECOMMENDED BY:
JOHN LUCAS, P.ENG. DIRECTOR – WATER, WASTEWATER & TREATMENT	JOHN BRAAM, P.ENG. MANAGING DIRECTOR – ENVIRONMENTAL & ENGINEERING SERVICES & CITY ENGINEER
REVIEWED & CONCURRED BY:	
MIKE TURNER DEPUTY CITY TREASURER	