



City of
Peterborough

TO: Members of the Waste Management Committee

FROM: W.H. Jackson, Director of Utility Services

MEETING DATE: November 18, 2013

SUBJECT: Report WMC13-021
Award of Request for Proposal P-18-13 for Landfill
Engineering and Reporting Services for the Peterborough
County/City Waste Management Facility

PURPOSE

A report to recommend award of Proposal P-18-13 for consulting services for Landfill Engineering and Reporting Services for the Peterborough County/City Waste Management Facility

RECOMMENDATION

That Waste Management Committee approve the recommendation outlined in Report WMC13-021 dated November 18, 2013 of the Director of Utility Services, as follows:

That Proposal P-18-13 for the Consulting Services for the Engineering Design and Contract Administration for Landfill Engineering and Reporting Services for the Peterborough County/City Waste Management Facility be awarded to UEM-GENIVAR, 5100 Orbitor Drive, Suite 300, Mississauga., Ontario, L4W 4Z4 for the 5-year period 2014 to 2018 inclusive at a the following estimated costs exclusive of HST:

2014 - \$183,012
2015 - \$127,811
2016 - \$160,364
2017 - \$277,758
2018 - \$132,075

BUDGET AND FINANCIAL IMPLICATIONS

The total 5-year cost (net of the HST rebate) for Proposal P-18-13 is \$896,524.93. Sufficient funds have been included in the 2014 budget estimates to accommodate the 2014 cost and sufficient funds will be included in future year budgets.

BACKGROUND

Brief Description of the Work

The successful Proponent will provide general landfill engineering services, including design, construction support, operational review and directions, analytical review and annual reporting.

Bid Solicitation

This Request for Proposals (RFP) was issued to retain the services of a professional, experienced, qualified consulting firm.

A formal RFP was prepared by County and City staff and issued on August 23, 2013 closing on September 19, 2013 all in accordance with the City's Purchasing By-law.

This solicitation process was an RFP where a number of criteria were used to evaluate the submissions. The criteria and their relative weighting were clearly set out in the RFP document. Section 15(3)(ix) of the City's Purchasing By-law 10-132 states that "as price is only one of the criteria evaluated, the award report will show the rating summary for each proponent and the total points. The award report will disclose the price of the recommended supplier but not the price submitted by other proponents."

Reviewed By

An Evaluation Committee consisting of the:

- Director of Public Works – County
- Manager of Environmental Services – County
- Director of Utility Services – City; and
- Co-ordinator, Waste Operations - City

evaluated the submissions under the categories shown in Table 1 below:

Tender Summary

Table 1 below provides a summary of the tender results.

Table 1: Proposal P-18-13: Landfill Engineering and Reporting Services for the Peterborough County/City Waste Management Facility

Category	Maximum Points	amec	CM2MHill	Conestoga Rovers	Dillon	Golder	UEM - Genivar	Tetra Tech WEI
Completeness of Submission	10	7.5	6.8	7.8	7.5	7.8	7.8	7.5
Qualifications/Experience Manager/ Team	70	52.8	53.3	56.5	57.5	54.5	57	47
Understanding of Project	50	36.3	37.3	41.3	38.8	39.5	43	35.5
Schedule/Work Program	30	21	21.5	24.3	23.3	23.5	24.8	22.3
Subtotal – Technical	160	117.6	118.9	129.9	127.1	125.3	132.6	112.3
Fees	40	36.2	27.5	25.8	18.4	40	33.2	30.8
Total Score	200	153.8	146.4	155.7	145.5	165.3	165.8	143.1

Recommended Bidder

UEM–GENIVAR submitted the best overall proposal.

The team that UEM–GENIVAR has put together is familiar with and aware of the issues associated with this project and have the experience and expertise to successfully provide the services required.

UEM–GENIVAR has successfully provided the engineering and reporting services for the Waste Management Facility since 2008.

Timelines

A formal agreement with UEM–GENIVAR will be required before work commences.

SUMMARY

RFP P-18-13 for the Consulting Services for the Landfill Engineering and Reporting Services for the Peterborough County/City Waste Management Facility has been issued in accordance with the City's Purchasing By-law 10-132 and can be awarded within the approved budget as recommended in this report.

Submitted by,

W.H. Jackson, P.Eng
Director of Utility Services

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