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Date: June 17, 2019

To: Mayor and Council

Author: Tim Del Greco, Manager of Municipal Services

RE: Cottam Sanitary Lagoons – Engineering RFP

Report No.: MS 2019 – 29

AIM

To seek Council approval to award a Request for Proposal (“RFP”) for engineering services pertaining to the Cottam Sanitary Sewage Lagoons.

BACKGROUND

Sanitary sewage within the Cottam Collection System flows to a lagoon facility located at 168 County Road 27. This facility, which consists of two cells (ponds) and an intermittent sand filter bed, provides the required treatment of sanitary influent.

New sanitary connections during recent years has led to increased flows within the collection system. As a result, Cottam Lagoons are now operating at or near peak capacity. Consequently, development within the Cottam Collection Area is on indefinite hold until additional sanitary capacity is secured.

Increasing capacity of the Cottam Lagoons through expansion is a project that is identified in the 2017 Kingsville Development Charges Background Study. Further, funding is allocated in the 2019 Kingsville Capital Budget for procurement of engineering services pertaining to an expansion of Cottam Lagoons.

DISCUSSION

In 2009, Stantec Consulting was retained to perform an analysis of the Cottam Lagoons and provide recommendations for increasing treatment capacity. The analysis concluded with a recommendation that an aeration pond as well as a third cell (pond) be constructed. Upon completion, it is approximated that an additional 500 cubic meters of daily sanitary sewage treatment will be available. This equates to approximately 265 new residential connections. It has further been identified that this construction can be sub-phased allowing for a portion of capital costs to be deferred and triggered by community growth while still providing a marginal increase in capacity. A sub-phased approach would consist

of third cell construction followed by future construction of an aeration pond once warranted.

With this sub-phased approach in mind, a RFP for engineering services (pertaining to third cell construction only) was advertised to the public on February 12th, 2019 and closed on March 22nd, 2019.

The results (excluding HST) are as follows:

Contractor/Vendor Name	Bid Amount
Dillon Consulting Inc.	\$ 118,340.40

Only one proposal was submitted in response to this tender. Workload and availability of personnel was a key concern from other vendors likely resulting in their no-bid response.

Dillon's proposal was evaluated against several criteria including experience with similar projects, qualifications of personnel, understanding of project scope, proposed work plan and overall cost. Dillon is able to satisfy requirements relating to the above criteria and therefore the recommendation is to proceed with this vendor.

Dillon is capable of completing all engineering and design prior to year end. Tendering for construction can be completed in the first quarter of 2020 should Council approve of such works in the 2020 Capital Budget.

LINK TO STRATEGIC PLAN

To become a leader in sustainable infrastructure renewal and development.

FINANCIAL CONSIDERATIONS

\$240,000 is approved in the 2019 Capital Budget for engineering services associated with increasing capacity of the Cottam Lagoons.

Should the Town elect to proceed with construction following completion of engineering, significant working capital will be required. Estimates, which include engineering and both third cell and aeration pond construction, hover around \$3,000,000.

All of the above project costs are eligible for funding via development charges (DC's). However, it is unlikely the Town will have sufficient DC funding in 2020 to proceed with construction. Other growth related projects, including Lakeside Park sanitary twinning and the expansion of watermain into the south west service area, are likely to exhaust the current availability of DC funds.

The Town can fund this project through unrelated reserve accounts so long as such accounts are re-paid through the collection of future development charges. Negotiating an agreement with interested developers to pre-pay their DC's is also an option.

CONSULTATIONS

Municipal Services Department

Dillon Consulting

Stantec Consulting

Various Developers of the Cottam Area

RECOMMENDATION

That Council award the Request for Proposal (File # 19-201) for engineering services pertaining to expansion of the Cottam Sanitary Sewage Lagoons to Dillon Consulting.

Tim Del Greco

Tim Del Greco, P.Eng
Manager of Municipal Services

G. A. Plancke

G.A. Plancke, Civil Eng. Tech (Env.)
Director of Municipal Services

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer