

AGENDA ITEM NO: 7.4

MEETING DATE: November 7, 2023

STAFF REPORT – COVER SHEET

SUBJECT: 2024-2026 Laboratory Testing Services – RFP Award DATE: October 31, 2023

DEPARTMENT: Engineering PREPARED BY: Chikezie Nwaoha

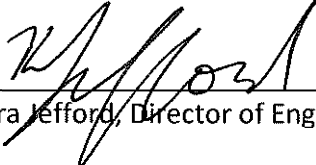
1. SUMMARY OF ISSUE:

Proposals were received from AGAT Laboratories Ltd., ALS Environmental Ltd., and Bureau Veritas Canada (2019) Inc., for the provision of Laboratory Testing Services for the City's drinking water, wastewater and landfill quality testing programs.

A decision to accept the proposal for the provision of Laboratory Testing Services for the City's drinking water, wastewater and landfill quality testing programs is required.

2. RECOMMENDATION:

Recommendation that Council accept the proposal for the 2024-2026 Laboratory Testing Services for the City's drinking water, wastewater and landfill quality testing programs from the lead proponent, Bureau Veritas Canada (2019) Ltd, in the amount of \$78,810.52 (plus applicable taxes) per year for three years; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.


Kara Jefford, Director of Engineering

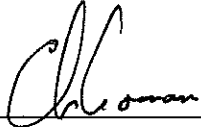
3. FINANCE COMMENTS:

Sufficient funds are available in the Financial Plan funded from the Water, Sewer and Landfill Operating Funds to finance the testing programs.


Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports Recommendation.


Chris Crosman, CAO

**STAFF REPORT ON
2024-2026 Laboratory Testing Services – RFP Award**

PREPARED BY: Sydney Raison DATE: October 31, 2023
POSITION: Utilities Environment Specialist DEPARTMENT: Engineering

1. DEFINITION OF ISSUE:

Proposals were received from AGAT Laboratories Ltd., ALS Environmental Ltd., and Bureau Veritas Canada (2019) Inc., for the provision of Laboratory Testing Services for the City's drinking water, wastewater and landfill quality testing programs.

A decision to accept the proposal for the provision of Laboratory Testing Services for the City's drinking water, wastewater and landfill quality testing programs is required.

2. BACKGROUND:

- 2.1 The objective of this assignment is to provide laboratory testing services required to monitor and report on regulatory compliance of the City's water, wastewater and waste management infrastructure.
- 2.2 The City of Chilliwack operates a municipal water supply system that currently provides drinking water supply services to approximately 93,000 people.
- 2.3 The City obtains its drinking water supply from the Sardis-Vedder Aquifer and is required to monitor its water quality to make sure that any contaminants are detected and acted on quickly and to meet provincial reporting.
- 2.4 The City's wastewater Treatment Plant (WWTP) receives 23,000 m³/day average annual flows from residents and businesses that are connected to the City's sanitary sewer system. In addition, the treatment plant also accepts trucked liquid waste from properties who are on septic systems.
- 2.5 The City is required to monitor several biochemical characteristics of the effluent and report to the Ministry of Environment on its compliance with the Municipal Wastewater Regulation, and also report to the Environment and Climate Change Canada (ECCC) on its compliance with the Wastewater Systems Effluent Regulations.
- 2.6 The City of Chilliwack operates the Bailey Landfill under an Operational Certificate issued by the Ministry of Environment. The City is required to carry out testing of surface water, leachate and groundwater quality at the Bailey Landfill and submit analytical results to the Ministry of Environment.

2.7 This assignment is for a period of three (3) years commencing January 01, 2024.

3. FACTORS:

3.1 Proposals were submitted in a two-envelope system, with Envelope No. 1 containing submittal letters and the financial proposal and Envelope No. 2 containing the technical proposal.

3.2 The technical proposals were reviewed for completeness and an approach that meets the purpose, intent and requirements of the RFP.

3.3 The three (3) member evaluation committee evaluated each technical proposal based on the following criteria:

- a. Experience and Capability (15 pts);
- b. Project Team (5 pts);
- c. Project Manager's Statement (5 pts);
- d. Methodology and Schedule (30 pts);
- e. Project Management Framework (35 pts);

3.4 The technical evaluation revealed that all firms had a good understanding of the scope of work which was evident in their submittal reports.

3.5 The table below summarizes the proposal price (excluding GST) and total adjusted price:

Proponent Name	Base Price per year	Base Price for 3 years	Financial Points	Technical Points	Total Points	Ranking
Bureau Veritas Canada (2019) Inc.	\$78,810.52	\$236,431.56	10.0	74.5	84.5	1
ALS Environmental Ltd.	\$80,433.22	\$241,299.66	9.6	61.5	71.1	2
AGAT Laboratories Ltd.	\$109,930.26	\$329,790.78	2.1	60.2	62.3	3

3.6 Funding for this \$78,810.52 per year testing program has been provided in the Financial Plan from the Water, Sewer and Landfill Operating Funds.

4. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that Council accept the proposal for the 2024-2026 Laboratory Testing Services for the City's drinking water, wastewater and landfill quality testing programs from the lead proponent, Bureau Veritas Canada (2019) Ltd, in the amount of \$78,810.52 (plus applicable taxes) per year for three years; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Substantiation:

This project will result in efficient use of City resources within a centralized environment and price stability for a period of three years. This will also assist the City to meet regulatory compliance of water, wastewater and waste management sectors.