



RPT 20-419

TITLE: 2020 Landfill Groundwater Monitoring and Surface Water Monitoring Program

DATE: September 30, 2020

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Professional Services Agreement for the 2020 Landfill Groundwater and Surface Water Monitoring Program be awarded to Stantec of Saskatoon in the amount of \$32,992 plus applicable GST and PST.
2. That the Mayor and City Clerk be authorized to execute the Professional Services Agreement, and any other applicable documents on behalf of the City once prepared.

TOPIC & PURPOSE:

For the City to approve the Professional Services Agreement for the 2020 Landfill Groundwater and Surface Water Monitoring Program

BACKGROUND:

The City is required to have annual environmental compliance monitoring and reporting completed at the Landfill by an environmental Qualified Professional (QP) in order to maintain its Permit to Operate. The monitoring program includes sampling both groundwater, surface water and the leachate ponds in order to monitor and track the quality of each over time and ensure that all regulatory requirements are met in terms of mitigating impacts due to the landfill operations.

In 2018, Administration requested the Environmental Consultant to conduct a review of the monitoring wells network at the Landfill to improve the program's efficiency and to reduce the groundwater monitoring frequency and cost. The findings of the review showed that the number of monitoring wells in the Landfill could be reduced by twenty-one (21) wells and the monitoring/sampling frequency can be reduced from biannual to annual testing. After that, Administration shared the findings of the review with the Ministry of Environment and requested ministry's approval for modifying the monitoring program to reduce the number of wells and monitoring frequency.

Administration was successful in obtaining the Ministry's approval for the scaled back monitoring program which has resulted in an annual saving to the operation of over \$43,000 per year.

PROPOSED APPROACH AND RATIONALE:

The groundwater monitoring program for 2020 will include sampling and analyzing 54 monitoring wells, surface water at the Landfill, and the leachate storage pond. After the sampling and analysis are complete, a report with the results will be submitted to the Ministry. The work is planned to commence this fall.

In support of the goal of completing the monitoring program and in complying with the terms and conditions of the Tender Policy, Public Works put out a public proposal call on August 27, 2020 for qualified firms with experience in environmental monitoring and reporting. The proposal call closed on September 21, 2020 with 14 firms submitting proposals.

As a professional proposal call, dollar value still plays an important role in the selection process but not the only criteria. Proposals were evaluated as follows; Past experience 15%, Design team 10%, Key contact personnel 15%, Methodology 20%, Schedule 10%, Requested Documents 5%, and Professional Fees 25% for a total of 100%.

1. **Experience:** All fourteen consultants were able to satisfy Administration of their capacity to complete the work through showing examples of similar work completed in the past along with references for such work.
2. **Team:** All fourteen Consultants were able to satisfy Administration that they had experienced teams with sufficient depth of experience capable of providing the expected level of service for this project.
3. **Key Contact Personnel:** All Key Contact Personnel had between 10 to 30 years of experience and all of them work within Saskatchewan, meaning that they have the availability to attend to site on short notice should that be required. A number of the consultants had key contact personnel who have completed work for the City previously.

4. **Methodology:** This is one of the most important criteria as this tells Administration that the Consultant understands the details of the work to be completed as well as Administrations requirements. Most of the proposals provided a detailed methodology that clearly indicated a good understanding of the work to be completed. Two of the proposals gave brief 'boiler-plate' style explanations of their methodology and were assigned lower scores as they did not provide enough to satisfy that they understood the full complexity of the work.
5. **Schedule:** Twelve of the fourteen Consultants indicated that they could meet the schedule with completion of the project as laid out by Administration. Two of the proposals did not include schedules and were not given any points for that category.
6. **Documents:** Administration requests copies of various documents from each consultant to be provided with their proposal to serve as proof that they have sufficient insurance coverage, that they are in good standing with the Worker's Compensation Board and that they are registered with the relevant professional bodies to complete the type of work that they wish to undertake. For this proposal, one consultant did not provide any of the requested documents and received no points for that category. The remaining proposals were graded according to how many of the documents were provided with most providing all of the documents.
7. **Professional Fees:** Most of the proposals accepted (eleven out of fourteen) for this project came in with prices between \$30,000 and \$40,000, which would indicate a good deal of certainty that the City is getting a good price for the work completed.

The lowest priced proposal was from Stantec Consulting at \$32,992 plus applicable taxes. As Stantec also scored high in all of the other categories and their proposal indicates that they are fully capable of completing the work, as outlined in the request for proposals Administration believes that their proposal represents the best value for completing the work.

CONSULTATIONS:

The City has successfully consulted with the Ministry of Environment to discuss various methods and techniques to increase the efficiency of the monitoring program in order to reduce the program's cost.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The results of the 2020 Landfill Groundwater and Surface Water Monitoring Program will be communicated to the Ministry of Environment to ensure the City's compliance with the Ministry's rules and regulations.

FINANCIAL IMPLICATIONS:

The 2020 Sanitation Fund includes \$73,500 for monitoring and consulting services mandated to be completed at the Landfill as approved in 2020 Budget. The estimated cost of the 2020 monitoring program is \$32,992 which is within the budgeted amount.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no options to recommendations, policy and privacy implications.

STRATEGIC PLAN:

Continuing with the City's strategic goals to be accountable and transparent in its operations and to continue to operate and develop the Landfill in an environmentally and financially sustainable manner.

OFFICIAL COMMUNITY PLAN:

The completion of annual monitoring supports 10.3 of OCP outlines goals and policies to promote the health of our forests, rivers, watersheds and environmentally sensitive water bodies.

OPTIONS TO RECOMMENDATION:

There are no options to the recommendation as it is a requirement of the City's permit to operate

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: None

Written by: Jeff Da Silva, Operations Manager

Approved by: Director of Public Works & City Manager