



City of North Bay

Report to Council

Report No: CORP 2021-29

Date: March 26, 2021

Originator: Mary-Ann Kotylak / Karin Pratte

Business Unit:

Corporate Services

Department:

Financial Services Department

Subject: Request for Proposal 2021-07 Methane Systems Maintenance & Repair at
the Wastewater Treatment Plant

Closed Session: yes ☐ no ☒

Recommendation

That City Council approves the award of a contract to Bernard Rochefort Limited, based on the unit rates specified in their proposal for RFP 2021-07 for methane gas repairs and maintenance at the Wastewater Treatment Plant, for a term of three years with an option in favour of the City to extend the agreement for two additional terms of up to one year each.

Background

The City of North Bay Wastewater Treatment Plant is a conventional activated sludge facility that treats all the domestic and industrial wastewater for the City of North Bay. One of the wastewater processes at the plant is sludge removal and digestion. Sludge is removed from the settling tanks and pumped into the digesters. The sludge is anaerobically digested in the tanks which produces the by-product of methane gas. The methane gas is collected and fed to a boiler which in turn heats the 11 buildings on site.

There is a system of equipment and piping which collects and feeds the methane gas to the boilers. This methane gas system is made up of gas compressors, gas boosters, a flare along with piping and several valves. As per TSSA regulations, a licensed gas technician is required to perform work on this system and maintain it. This contract is for

the regular maintenance of the methane gas system at the Wastewater Treatment Plant.

Financial/Legal Implications

A formal bid request, which closed February 26, 2021, was administered by the Purchasing Department and was publically advertised in accordance with the City's Purchasing By-Law 2013-200. Three proposals were evaluated by the Purchasing Manager, Operations Manager Water & Wastewater Facilities, Supervisor Water & Wastewater Facilities and the Senior Facilities & Environment Engineer. The evaluation considered experience, qualifications, service, support, response time, reporting and price.

The results are as follows:

Ranking	Company	Overall Score
1	Bernard Rochefort Limited	95.00
2	JSM Controls Inc.	69.53
-	Gas Logics Inc.	*

* Proponents marked with an asterisk provided proposals that did not meet the minimum mandatory requirements

The bid price of \$110,120.00 (plus HST) from Bernard Rochefort Limited represents a total cost over the initial three year term based on the estimated quantities specified in the RFP. Under the terms of the contract, the City will pay the unit rate specified for each item bid and is not bound to any specific quantities. The actual quantity and the value of the work requested will vary based on operational requirements and budget availability. The proposal from Bernard Rochefort Limited scored highest and provides the best overall value to the City. Their bid is considered fair and reasonable.

Funding for work provided under this contract is managed within the operating budget of the Wastewater Treatment Plant. Sufficient funding will continue to be requested in future years.

Corporate Strategic Plan

- | | |
|--|--|
| <input type="checkbox"/> Natural North and Near | <input type="checkbox"/> Economic Prosperity |
| <input checked="" type="checkbox"/> Affordable Balanced Growth | <input type="checkbox"/> Spirited Safe Community |
| <input type="checkbox"/> Responsible and Responsive Government | |

Specific Objectives

Maintain infrastructure across the city in a good state of repair.

Provide smart, cost effective services and programs to residents and businesses.

Options Analysis

1. That City Council approves the award of a contract to Bernard Rochefort Limited, based on the unit rates specified in their proposal for RFP 2021-07 for methane gas repairs and maintenance at the Wastewater Treatment Plant, for a term of three years with an option in favour of the City to extend the agreement for two additional terms of up to one year each.
2. Do not award a contract. This option is not recommended. If the methane gas system at the North Bay Wastewater Treatment Plant is not maintained, it will lead to equipment breakdowns causing significant additional natural gas costs and potential health and safety risks.

Recommended Option

That City Council approves the award of a contract to Bernard Rochefort Limited, based on the unit rates specified in their proposal for RFP 2021-07 for methane gas repairs and maintenance at the Wastewater Treatment Plant, for a term of three years with an option in favour of the City to extend the agreement for two additional terms of up to one year each.

Respectfully submitted,

Mary-Ann Kotylak
Purchasing Manager

Karin Pratte
Senior Facilities and Environment
Engineer

We concur in this report and recommendation.

Domenic Schiavone
Director Public Works & Parks

Margaret Karpenko, CPA, CMA
Chief Financial Officer/Treasurer

David Euler, P.Eng., PMP
Chief Administrative Officer

Personnel designated for continuance:
Name: Karin Pratte
Title: Senior Facilities and Environment Engineer