



## City of North Bay Report to Council

Report No: CORP-2022-065

Date: May 6, 2022

Originator: Mary-Ann Kotylak, CPPB, CPPO  
Manager of Purchasing

Karin Pratte, P.Eng.  
Senior Environment & Facilities Engineer

Business Unit:  
Corporate Services

Department:  
Financial Services Department

Subject: Request for Quote 2022-44 Solar Buffer Tank

Closed Session: yes ☐ no ☒

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### Recommendation

That City Council:

1. approves the award of a contract to Gagnon & Associates Inc. in the amount of \$169,850.00 (plus HST) for the supply and delivery of a solar buffer tank; and
2. authorizes the transfer of funds to the project as outlined in Report to Council CORP No. 2022-065.

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### Background

The City of North Bay water treatment plant has a solar heating system, which includes solar panels on the roof, a solar buffer tank and heat exchanger. This system is used to heat domestic and process water. The solar buffer tank has rusted and is leaking in several locations. The condition of the tank is such that it cannot be repaired and therefore must be replaced. A new tank, which will be built out of corrosion resistant 316 stainless steel, is recommended to replace the existing rusted tank.

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### Financial/Legal Implications

A formal bid request, which closed April 20, 2022, was administered by the Purchasing Department and was publically advertised in accordance with the

City's Purchasing By-Law 2013-200. Two quotes were evaluated by the Purchasing Manager and the Senior Facilities & Environment Engineer. The evaluation considered mandatory technical requirements, company ability, experience and price.

The results are as follows:

Ranking	Company	Bid Price
1	Gagnon & Associates Inc.	\$169,850.00
2	Greenmech Ltd.	\$178,200.00

The quote from Gagnon & Associates Inc. was the lowest bid and provides the best overall value to the City. Their bid is considered fair and reasonable.

Funding for this contract is available in Capital Project No. 4111WS – Water Treatment Plant Solar Tank Replacement which has a total budget of \$100,000. It is estimated that up to an additional \$100,000 will need to be transferred from Capital Project No. 6604WS – Water Plant Maintenance 2021 On-going to Capital Project No. 4111WS to cover the balance of the project costs including the remainder of the contract price, non-rebated HST, in-house installation costs and project management.

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### 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.

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### Options Analysis

Option 1: That City Council approves the award of a contract to Gagnon & Associates Inc. in the amount of \$169,850.00 (plus HST) for the supply and delivery of a solar buffer tank; and authorizes the transfer of funds to the project as outlined in Report to Council CORP No. 2022-065.

Option 2: Do not award a contract. This option is not recommended because the tank is an essential element in the solar heating system at the drinking water plant and additional operating costs will be incurred if it is not replaced.

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## **Recommended Option**

That City Council:

1. approves the award of a contract to Gagnon & Associates Inc. in the amount of \$169,850.00 (plus HST) for the supply and delivery of a solar buffer tank; and
2. authorizes the transfer of funds to the project as outlined in Report to Council CORP No. 2022-065.

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Respectfully submitted,

Name: Mary-Ann Kotylak, CPPB, CPPO  
Title: Manager of Purchasing

Name: Karin Pratte, P.Eng.  
Title: Senior Environment & Facilities Engineer

## **We concur with this report and recommendation**

Name: Domenic Schiavone  
Title: Director Public Works & Parks

Name: Margaret Karpenko, CPA, CMA  
Title: Chief Financial Officer /Treasurer

Name: David Euler, P.Eng., PMP  
Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Karin Pratte, P.Eng.  
Title: Senior Environment & Facilities Engineer