



## City of North Bay Report to Council

Report No: CORP-2023-034

Date: February 17, 2023

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 2022-90 Chemicals

Closed Session: yes ☐ no ☒

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### Recommendation

That City Council approves the award of a contract to SNF Canada Ltd., based on the unit rates specified in their bid for RFQ 2022-90, for the provision of polymer sludge thickener for the Wastewater Treatment Plant for a term of one (1) year, with an option in favour of the City to extend the contract for two (2) additional terms of up to one (1) year each.

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### Background

The Corporation of the City of North Bay Water and Wastewater Facilities are comprised of one drinking water plant, one wastewater plant, one leachate treatment plant, four water standpipes, one water reservoir, three water pumping stations and seventeen sewage lift stations.

Pursuant to the Safe Drinking Water Act, Municipal Drinking Water License and Permit, the Ontario Water Resources Act, and the Merrick Landfill Environmental Compliance Approval the City of North Bay operates their drinking water, wastewater system and leachate management system. These treatment processes require the use of specific chemicals. Without the supply of these specific chemicals, the City of North Bay would not be able to operate the drinking water and wastewater systems.

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## Financial/Legal Implications

A formal bid request, which closed November 7, 2022, was administered by the Purchasing Department and was publicly advertised in accordance with the City's Purchasing By-Law 2013-200. The results of the bid request were presented to Council on December 6, 2022 through Report to Council CORP 2022-113. Council awarded contracts for the various chemicals through Resolution No. 2022-338. However, the award of the contract for the polymer sludge thickener for the Wastewater Treatment Plant was contingent on the outcome of testing and evaluation of the alternative polymer that was submitted. The alternative polymer was reviewed and tested on site during January and February 2023; however, its performance did not meet the City's requirements and was not accepted.

Therefore, it is now recommended that the contract for the polymer sludge thickener be awarded to SNF Canada Ltd.

The results of the bid request are as follows:

Ranking	Company	Overall Score
1	SNF Canada Ltd.	\$96,720.00
2	Brenntag Canada Inc.	\$123,760.00
*	Northland Chemical Inc.	-

\* Proponents marked with an asterisk did not pass on site testing.

The bid price represents a total cost over the initial one-year term based on the estimated quantities specified in the RFQ. 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 of chemicals purchased will vary based on operational requirements. Funding for the provision of chemicals provided under this contract is managed within the operating budget of the Wastewater Department. Funding for 2023 and future years will be requested during the budget process.

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## Corporate Strategic Plan

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|--|--|
| <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

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 SNF Canada Ltd., based on the unit rates specified in their bid for RFQ 2022-90, for the provision of polymer sludge thickener for the Wastewater Treatment Plant for a term of one (1) year, with an option in favour of the City to extend the contract for two (2) additional terms of up to one (1) year each.

Option 2: Do not award a contract. This option is not recommended as this chemical is required to operate the City of North Bay wastewater system.

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## Recommended Option

That City Council approves the award of a contract to SNF Canada Ltd., based on the unit rates specified in their bid for RFQ 2022-90, for the provision of polymer sludge thickener for the Wastewater Treatment Plant for a term of one (1) year, with an option in favour of the City to extend the contract for two (2) additional terms of up to one (1) year each.

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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: John Severino, P.Eng, MBA

Title: Interim Chief Administrative Officer

Personnel designated for continuance:

Name: Karin Pratte, P.Eng.

Title: Senior Environment & Facilities Engineer