



## City of North Bay Report to Council

Report No: CORP-2024-055

Date: June 28, 2024

Originator: David Allan  
Interim Purchasing Manager

Karin Pratte, P.Eng.  
Director Water, Wastewater and Environmental Services

Business Unit:  
Corporate Services

Department:  
Financial Services Department

Subject: Request for Quote 2024-037 Digester 3 Clean Out – Wastewater Treatment Plant

Closed Session: yes  no

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### Recommendation

That City Council approves the award of a contract to Entec Waste Management Inc. based on the unit rates specified in their bid for RFQ 2024-037 for the provision of Digester 3 Clean Out Services at the Wastewater Treatment Plant; and that City Council authorizes the transfer of funds to the project as outlined in Report to Council No. CORP-2024-055.

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### Background

The City of North Bay's Wastewater Treatment Facility has four (4) digesters which house microorganisms that break down sewage sludge/solids. The breakdown of the sewage sludge produces methane gas which is captured and used as fuel for the boilers that heat the Wastewater Facility. To operate the digesters efficiently, it is important to clean them out regularly otherwise inorganic substances accumulate in them making them less efficient and their associated piping more prone to back-ups. This project will provide for the cleaning of Digester #3 which was last cleaned in 2008 (16 years ago). The cleaning will ensure the most efficient operation of the digested sludge system.

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### Financial/Legal Implications

A formal bid request, which closed May 21, 2024, was administered by the Purchasing Department and was publicly advertised in accordance with the

City's Purchasing By-Law 2013-200. One (1) bid was evaluated by the Interim Purchasing Manager and the Senior Environment & Facilities Engineer. The evaluation considered mandatory technical requirements and price.

The results are as follows:

Ranking	Company	Bid Price
1	Entec Waste Management Inc.	\$45,880.00 *

\* Represents the unit price per tonne plus lump sum for mobilization and other miscellaneous costs.

The bid from Entec Waste Management Inc. is considered fair and reasonable. Based on an estimated quantity of materials requiring removal and/or disposal of 600 tonnes, the estimated cost for the deliverables as defined in the RFQ document is \$573,000.

Funding for this contract is available in Capital Project No. 6774SS, Digester and Grit Removal 2024 On-going, which has a total budget of \$500,000. A transfer of \$220,000 will need to be transferred from Capital Project No. 3719SS – Digester Replacement in order to cover the balance of the project costs including the remainder of the contract price, non-rebated HST, design fees and provide a contingency for the overall project.

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### Corporate Strategic Plan

- Natural North and Near
- Affordable Balanced Growth
- Responsible and Responsive Government
- Economic Prosperity
- Spirited Safe Community

### Specific Objectives

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

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### Options Analysis

Option 1: That City Council approves the award of a contract to Entec Waste Management Inc. based on the unit rates specified in their bid for RFQ 2024-037 for the provision of Digester 3 Clean Out Services at the Wastewater Treatment Plant; and that City Council authorizes the transfer of funds to the project as outlined in Report to Council No. CORP-2024-055.

Option 2: Do not award a contract. This option is not recommended because the digester will continue to fill with inorganics which will reduce the efficiency of the digested gas system and will increase the likelihood of digester backups in the wastewater piping system.

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## **Recommended Option**

That City Council approves the award of a contract to Entec Waste Management Inc. based on the unit rates specified in their bid for RFQ 2024-037 for the provision of Digester 3 Clean Out Services at the Wastewater Treatment Plant; and that City Council authorizes the transfer of funds to the project as outlined in Report to Council No. CORP-2024-055.

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Respectfully submitted,

Name: David Allan  
Title: Interim Purchasing Manager

Name: Karin Pratte, P.Eng.  
Title: Director Water, Wastewater and Environmental Services

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

Name: Alan Korell, P.Eng.  
Title: Interim City Engineer

Name: Shannon Saucier, CPA, CA  
Title: Director, Financial Services / Deputy Treasurer

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

Name: John Severino, P.Eng, MBA  
Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Karin Pratte, P.Eng.  
Title: Director Water, Wastewater and Environmental Services