



**PUBLIC SERVICES COMMITTEE
AGENDA**

Wednesday, April 19, 2017, 4:15 pm
Committee Room

Pages

1. ROLL CALL
2. DECLARATION OF CONFLICT OF INTEREST
3. MINUTES OF THE PREVIOUS MEETINGS
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4. PUBLIC PRESENTATION
5. INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS
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dated March 21, 2017
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dated April 12, 2017
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 - 5.5 Staff Report OPS 2017-11 Emergency Procurement of Lift Station Pumps 19
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6. PRESENTATION OF COMMITTEE REPORTS
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12. SCHEDULING OF NEXT MEETING

13. ADJOURNMENT



**PUBLIC SERVICES COMMITTEE
MEETING MINUTES**

Wednesday, February 22, 2017
4:15 pm
Committee Room

Present: N. Mann, Member, Luc Cyr, Dan Marchisella
Regrets: C. Martin, Chair
Others Present: S. McGhee, Recording Secretary, Scot Reinhardt, Connie Nykyforak,
W. Rowland, Michael Humble, John Thomas

1. ROLL CALL

The meeting was called to order by the Chair at 4:20pm

2. MINUTES OF THE PREVIOUS MEETINGS

2.1 Monday, January 16, 2017

Res#: 08-17

Moved By: Dan Marchisella

Seconded By: N. Mann

That the Minutes of the January 16, 2017 meeting of the Public Services Committee be received;

Carried

3. INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS

3.1 Staff Report OPS 2017-03 Backwash Pumping System Rebuild

dated February 6, 2017

Res#: 09-17

Moved By: N. Mann

Seconded By: Dan Marchisella

That Staff Report OPS2017-03 dated February 6, 2017 of the Director of Infrastructure Services be received;

and that the provision of parts, materials, and services relating to the rebuild of one (1) backwash pump at the Elliot Lake water treatment plant be awarded to International Water Supply.

Carried

3.2 Staff Report OPS 2017-04 Engineering Services RFP Outcome

dated February 14, 2017

Res#: 10-17

Moved By: Dan Marchisella

Seconded By: N. Mann

That Staff Report OPS2017-04 dated February 14, 2017 of the Director of Infrastructure Services be received;

And THAT the contract for the provision of Professional Engineering Services pursuant to the requirements of Request for Proposal No. 2017-01 be awarded to Tulloch Engineering Inc.

Carried

4. SCHEDULING OF NEXT MEETING

The next scheduled Public Services Committee meeting is April 18, 2017

5. ADJOURNMENT

Res#: 11/17

Moved By: Dan Marchisella

Seconded By: N. Mann

That the meeting be adjourned at the hour of 4:35pm

Carried



The Corporation of the City of Elliot Lake

Staff Report OPS2017-06

Report of the **Director of Infrastructure Services**
for the Consideration of Council

RE: BUILDING CONDITION ASSESSMENT OUTCOME

OBJECTIVE

To provide Mayor and Council with information regarding the outcome of the Building Condition Assessment performed by Capital Management Engineering Limited and to present the proposed 2017 Facilities Capital Budget.

RECOMMENDATION

THAT Staff Report OPS2017-06 dated March 21, 2017 of the Director of Infrastructure Services be received;

AND THAT the Facilities Capital Budget in the amount of \$462,031.⁰⁰ be authorized for the 2017 operating year;

AND THAT capital works project AIR-1301 for the Airport AWOS system in the amount of \$106,634.⁷⁵ be reallocated to be used for general Airport upgrades and optimization.

Respectfully Submitted

Sean McGhee
Director of Infrastructure Services

Approved

Jeff Renaud
Chief Administrative Officer

March 21, 2017

BACKGROUND

Capital Management Engineering Limited (CMEL) was commissioned in the fall of 2016 to complete a detailed building condition assessment of a number of key municipal facilities. The intent of the process was to review each of the identified facilities in order to identify any immediate health and safety risks, and to develop a sound understanding of the overall condition of each facility. In addition, the review was developed to ensure that due consideration to the needs of the facilities with regard to accessibility was included.

Representatives from CMEL attended each of the identified sites to review the facilities, collect data, and interview personnel directly associated with the operation of each site. Each building was assessed under the following headings:

- Site Work;
- Interior and Exterior Architecture;
- Roofing;
- Structure;
- Mechanical Systems which included HVAC, Plumbing, and Vertical Conveyance;
- Electrical;
- Life Safety and Fire Protection;
- Specialty Systems;
- and, Accessibility;

Prioritization of every identified task was achieved by considering Life Safety, Cost of Operation, Impact to Business Operations, Utility, and Consistency with the Municipality's Vision for each facility. Data drawn from the review was critical in the development of a realistic long term maintenance plan which provides critical operational and financial data to be utilized within the Asset Management Plan.

ANALYSIS

A detailed report was generated for each of the facilities. The report identifies the current Facility Condition Index and includes excel based tools to test the impact of various funding scenarios on each facility. Identified facility needs were sorted based on year and priority to develop an action plan for facility maintenance. This data was in turn used to populate the Municipal Asset Management Plan (AMP).

The following methodologies were adopted in the development of the Action Plan and population of the AMP:

- Identified projects which were flagged based solely on anticipated life cycle were critically reviewed and shifted within the schedule if the asset was known to be in sound operational condition. For example, if a roofing structure known to be fully functional was identified for replacement based on its age, the item was moved forward to a later date for consideration;
- Major projects associated with Recreational Facilities including the Pool, Arena, and Rio Den were removed from the list. Only work associated with essential maintenance or health and safety remained for these sites until such time as a formal plan for these facilities is developed;
- No work was scheduled for the Navy League building pending the outcome of a report to Public Services Committee and direction from Council.

The overall assessment did not identify any serious or immediate health and safety concerns or impending risk to the municipality with the exception of issues surrounding the Navy League building. These issues will be brought forward separately for review and direction.

During the 2017 Budget process, an allocation of \$362,700.⁰⁰ was transferred to reserve for projects to be identified through the BCA process. The data has since been reviewed and compiled with the following list of facilities related projects which are being proposed for 2017.

Component	Detail	Estimated Cost
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City Hall

Concrete Steps	Replace to comply with accessibility	\$ 30,000
Accessible Parking Spot	Cost to add Accessible Signage	\$ 500
Council Chambers - Accessibility Requirements	Allow ance for door openers, wheelchair spaces and adaptable seating	\$ 8,000
Accessible Washroom	Allow ance for under sink insulation	\$ 200
Accessible Washroom Alerting Device	Allow ance for install of Alerting device and controls	\$ 3,100
Fire Alarm Panel	Replace at end of useful life	\$ 5,000

Total \$ 46,800

FIRE DEPARTMENT

Accessible Parking Spot	Cost to allow for Accessible Parking Sign	\$ 500
Accessible Door Opener	Allow ance to install Accessible Door Opener	\$ 1,000
Accessible Washroom	Allow ance for construction of an accessible washroom	\$ 30,000
Fire Extinguishers	Allow ance for install of fire Extinguishers	\$ 625

Total \$ 32,125

OPP

Accessible Parking Spot	Cost to add Accessible Signage	\$ 500
Mechanical Investigation	Investigate temperature control issue	\$ 2,500
Accessible Washroom Alerting Device	Allow ance for install of Alerting Device controls	\$ 1,550

Total \$ 4,550

Collins Hall

Accessible Parking Spot	Cost to add Accessible Signage	\$ 500
Planter Box	Replace at end of useful life	\$ 5,000
Modified Bitumen Roof	Replace at end of useful life	\$ 25,000
Washroom Vanity Basement	Replace at end of useful life	\$ 1,500
Washroom Partitions Basement	Replace at end of useful life	\$ 1,725
Heat Radiation System	Repairs during the term of the evaluation	\$ 5,000

Total \$ 38,725

Component	Detail	Estimated Cost
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Civic Center

Accessible Sink Insulation	Allow ance to install under sink drain pipe insulation	\$ 300
Basement Accessible Faucet	Allow ance for paddle style faucet	\$ 250
BFS - Repair	Repair at main entrance	\$ 2,500
MP Exterior Entrance Door	Allow ance for automatic door opener	\$ 2,000
Roof Hatch - Fall Restraint	Install Fall Restraint Railing	\$ 1,500
East Exit Stairs - Repair	Repair cracked exit stairs	\$ 5,000
Basement Foundation - Repair	Repair water ingress into basement	\$ 250,000
Basement Foundation - Assessment	Allow ance to conduct detailed assessment on basement foundation	\$ 2,500
Art Spaces - VCT	Replace at end of useful life	\$ 15,000
Art Spaces - Carpet	Replace at end of useful life	\$ 1,206
Art Spaces - Accessible Door Opener	Allow ance for door openers for washroom accessibility	\$ 2,000
Theatre - Accessible Door Opener and Seating	Allow ance for door openers for theatre accessibility and wheelchair viewing	\$ 15,000
Accessible Sink Insulation	Allow ance to install under sink drain pipe insulation	\$ 300
Basement Accessible Faucet	Allow ance for paddle style faucet	\$ 250
Accessible Washroom Alerting Device	Allow ance for install of Alerting device and button	\$ 4,650
Fire Alarm Panel - Inspection	Allow ance for panel inspection	\$ 1,000
Fire Alarm - Visual Alerting Devices	Allow ance for visual alerting devices	\$ 10,000

Total \$ 313,456

PWD

Windows	Replace at end of useful life	\$ 1,815
Block Foundation	Repair block foundation wall	\$ 20,000
Spline Tile	Replace at end of useful life	\$ 2,060
Condensing Unit	Replace at end of useful life	\$ 2,500

Total \$ 26,375

The total estimated value of this proposed project list is \$462,031.⁰⁰ to complete. As noted, this does not include any capital work on recreation facilities due to ongoing investigation into the viability of a new Multi-Use Facility or Community Hub. A reallocation of project AIR-1301 AWOS System will provide sufficient funds to complete airport specific projects. Projects which have been currently identified are as follows:

Airport

Brick - Repair	Repair and Repointing Allow ance	\$ 17,188
Automatic Opener	Allow ance for automatic opener on front door	\$ 1,000
Carpet	Replace at end of useful life	\$ 5,650
Accessible Washroom	Allow ance for accessible washroom	\$ 8,000
Accessible Washroom Alerting Device	Allow ance for install of Alerting device and button	\$ 1,550
Emergency Exit Lighting	Replace at end of useful life	\$ 3,500
Airport Operations Manual Development	Replace at end of useful life	\$ 16,000
Visual Alerting Devices	Allow ance for Installation	\$ 5,000

Total \$ 57,888

The one year budget and nine year forecast which comprises the proposed Capital Works Plan for all facilities is appended to this report.

FINANCIAL IMPACT

The BCA report provided necessary data for short and long term capital budgeting as well as the development of in-year facilities project lists. Capital works for current, Five Year, and Ten Year periods were summarized as follows:

2017 Capital (excluding airport)	\$ 462,031. ⁰⁰	5 Year Total Capital	\$ 2,812,121. ⁰⁰	10 Year Total Capital	\$ 4,624,941. ⁰⁰
		5 Year Avg Expenditure	\$ 468,687. ⁰⁰	10 Year Avg Expenditure	\$ 462,494. ⁰⁰

There was \$362,700.00 transferred to the Facility Reserves in 2017. Although this will not cover all of the proposed work, the remaining \$99,331.00 can be drawn from the existing reserve balance of \$890,000.⁰⁰. Upgrades and maintenance to the airport will be covered by the available AWOS reserve funds once reallocated.

LINKS TO STRATEGIC PLAN

This project aligns with the Strategic Plan to “Continue Investment into Infrastructure” as detailed facility assessments provide a sound platform for the development of a sustainable facility maintenance plan. This report serves to assist in “educating the public on infrastructure operations, repair and replacement”.

SUMMARY

The Building Condition Assessment provided valuable information used in the population of the municipal Asset Management Plan. By engaging the services of Capital Management Engineering Limited to complete an audit of key municipal facilities, a sound short, medium, and long term plan for the maintenance of these facilities has been developed.

By approving the recommendations presented in this report, the recommended capital projects can be initiated. This assists in maximizing the useful service life of our municipal facilities.

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The Corporation of the City of Elliot Lake

Staff Report OPS 2017-10

Report of the **Director of Infrastructure Services**
for the Consideration of Council

RE: NAVY LEAGUE FACILITY UPDATE

OBJECTIVE

To provide Mayor and Council with current information and recommendations regarding the municipal property at 5 Lakeshore Road, known as the Navy League Building.

RECOMMENDATION

THAT Staff Report OPS 2017-10 dated April 12th, 2017 of the Director of Infrastructure Services be received;

AND THAT the Public Works Department be authorized to commence demolition of the facility located at 5 Lakeshore Road following termination of current lease.

Respectfully Submitted

Approved

A handwritten signature in black ink, appearing to be "Sean McGhee", written over a horizontal line.

Sean McGhee
Director of Infrastructure Services

A handwritten signature in black ink, appearing to be "Jeff Renaud", written over a horizontal line.

Jeff Renaud
Chief Administrative Officer

April 12th, 2017

BACKGROUND

Resolution 47/16 of the By-law and Planning Committee on June 6th, 2016 read:

Resolution 47/16

***That** the review of the condition of the building located in Westview Park at the former water treatment pumphouse location be referred to administration for further information; and*

***And That** quotes be obtained pertaining to roof replacement, structural repairs and drainage;*

***And That** a staff prepare a report to be presented to Council.*

Following the meeting the exposed area of the roof was covered. Prior to having any further work completed within the facility the services of Pinchin Ltd were secured to perform a Designated Substance Survey (DSS) and mould survey of the facility.

In addition to the DSS performed by Pinchin Ltd, the facility was added to the list of municipal properties that were scheduled to have a Building Condition Assessment completed by Capital Management Engineering Limited (CMEL).

The Designated Substance and Mould audit was completed on September 16th. Based on the outcome of this survey, a “Do Not Occupy” order was issued against the facility pending further investigation.

The Building Condition Assessment was completed by CMEL on November 21st.

ANALYSIS

The report from Pinchin stated the following in Section 4.3.5:

The following recommendations are provided in regards to mould and water damage:

- a.** Communicate the findings of this report to any personnel entering the building;*
- b.** Arrange for the following mould remediation using EACO Level 3 methods as per the drawing:

 - i.** Remove and dispose all wet and mouldy building materials, including but not limited to drywall walls and ceilings throughout eastern portion of the building, insulation and vapour barrier extending one foot past any visible growth or wetness;*
 - ii.** Remove and dispose of the OSB roof sheathing as identified in both locations 1 and 2;*
 - iii.** Remove and dispose of the OSB flooring where present in Location 1;*
 - iv.** Clean or, alternatively, if wood rot is present or if more cost efficient, remove and replace all wood framing; and*
 - v.** Clean concrete surfaces.**
- c.** Conduct a structural assessment of the building by a certified person to determine the cause of the water infiltration.*

Due to the extensive nature of the water damage and mould growth, demolition of the building may be more cost efficient.

Upon receipt of the Pinchin report a number of remediation service providers were contacted to determine the cost associated with Parts A & B of the recommendations. Only one firm responded with the following e-mail response:

"I have reviewed the report and spoken to Josh from Pinchin about this property. The work required to clean up this building adequately to pass clearance testing would be extensive and include structural replacement in many areas. It is our opinion the block portion of the building would be salvageable and could be cleaned and reused, however the least expensive approach, on the wood frame portions and roof, would be to clear out materials considered hazardous and then to mass demolish the wood frame portions. The existing foundation could be salvaged for reconstruction. Mould remediation of the structure would be detailed and time consuming if it were to be done, resulting in costs that would exceed the value of the contaminated structure."

The Building Condition Assessment was received on November 21st and made the following statement in Section 6.2 Capital Plan Recommendations

"The assessment of Navy League Building was completed on October 3, 2016. At the time of the assessment the site and building appeared to be in an unsafe condition. The site was overgrown. The building, although boarded up, has had a significant water leak with the majority of the interior finishes removed. We would classify the building as unsafe and a significant health hazard in its current state."

Further to this, Section 6.2 stated:

"The estimate to redevelop the current building is excessive and the risks associated with working with the contaminated interior results in the conclusion that this building should be demolished as soon as possible. If it is determined that a reinstatement of the current building is preferred, a detailed hazard assessment should be undertaken and contractors bidding or undertaking the work be informed of the required safety measures that need to be in place to properly protect their workers."

FINANCIAL IMPACT

Demolition of this facility would be undertaken and completed by the Public Works Department and as such, no significant cost would be incurred.

SUMMARY

There is a significant cost associated with returning the facility to safe operational status through an Environmental Abatement Council of Ontario (EACO) Level 3 remediation. Demolition of the facility appears to be the cost effective option in order to minimize risk of exposure.



The Corporation of the City of Elliot Lake

Staff Report OPS2017-07

Report of the **Director of Infrastructure Services**
for the Consideration of Council

RE: ARTICULATING SIDEWALK TRACTOR RFP OUTCOME

OBJECTIVE

To provide Mayor and Council with information and recommendations regarding the outcome of the RFP for the purchase of an articulating sidewalk tractor.

RECOMMENDATION

THAT Staff Report OPS2017-07 dated April 12, 2017 of the Director of Infrastructure Services be received;

AND THAT contract 2016-03 for supply of one (1) Trackless MT7 Articulating Sidewalk Tractor in the amount of \$132,190.⁰⁰ plus applicable taxes be awarded to Work Equipment Limited.

Respectfully Submitted

A handwritten signature in black ink, appearing to be "Sean McGhee", written over a horizontal line.

Sean McGhee
Director of Infrastructure Services

Approved

A handwritten signature in black ink, appearing to be "Jeff Renaud", written over a horizontal line.

Jeff Renaud
Chief Administrative Officer

April 12, 2017

BACKGROUND

The City of Elliot Lake Public Works Department owns and operates four (4) articulating sidewalk machines. The units are utilized to perform numerous critical maintenance tasks throughout the community from sidewalk snow clearing and sanding to sweeping and summer parks maintenance. Each unit is designed to work with a variety of interchangeable task specific implements.

The current sidewalk vehicle inventory is as follows:

- 2002 Trackless MT5 Sidewalk Vehicle – non-operational
- 2003 Trackless MT5 Sidewalk Vehicle – in service
- (2) 2009 Trackless MT6 Sidewalk Vehicles – both in service

The 2002 Trackless unit will require extensive fuel and exhaust system repair in order to be returned to service. This unit failed in late 2016 at which time it was determined that repairs to the unit were cost prohibitive in light of the age and hours on the machine.

RFP 2017-02 was released in March and requested submissions for a replacement unit that was capable of meeting or exceeding the performance specification of the existing units while maintaining compatibility with municipally owned implements and spare parts. The RFP called for the addition of a new ribbon type blower to be added to each submission. The ribbon blower is a newer design and performs exceptionally well in heavy snow and ice pack. The addition of this type of implement will enhance the snow moving capability of the department significantly and as such, was added to the RFP scope.

In order for a bid submission to be reviewed and rated, suppliers were required to provide a unit equipped with a ribbon type blower for testing. The RFP was posted on the City of Elliot Lake website and on the MERX site.

Two firms submitted bids and provided demonstrator equipment for testing at the Public Works Department.

ANALYSIS

Submissions were received from CUBEX with a proposal to provide a hydrostatically driven articulating unit and Trackless with a Tier 4 compliant unit which is a refined version of the existing units.

An evaluation committee consisting of equipment operators, maintenance personnel, and management was convened to review the submissions. Submissions were rated and scored on the following criteria and weightings:

Operational Assessment	30%
Price	30%
Safety Features	25%
Compatibility with Existing Implements and Spares	15%

Evaluation of the units resulted in a score of 66/100 for the CUBEX unit and 85/100 for the TRACKLESS offering.

It should be noted that both units were priced considerably higher than anticipated. Unfavourable exchange rate with the US dollar as well as higher costs associated with Tier 4 emissions standards were cited as reasons for the higher unit cost in 2017.

FINANCIAL IMPACT

The total budgeted in 2017 for replacement of the 2002 Trackless was \$98,800.⁰⁰. Price submissions were as follows:

- CUBEX - \$140,582.⁶³ plus \$18,500.⁰⁰ for ribbon blower attachment = \$159,082.⁶³
 - Difference over budgeted amount - \$60,282.⁶³
- WORK EQUIPMENT LIMITED - \$123,640.00 plus an additional \$14,900.00 for blower = \$138,540.⁰⁰
 - Difference over budgeted amount - \$39,740.⁰⁰

As the lowest scoring bid was over budgeted amount, Work Equipment was contacted to discuss pricing at which time they were encouraged to consider trade in value for the non-operational 2002 unit. A \$6,350.⁰⁰ credit was offered in exchange for the surplus unit which resulted in a final bid price, including ribbon blower attachment of \$132,190.⁰⁰ plus applicable taxes.

If approved, it is recommended that the shortfall of \$33,390.⁰⁰ be drawn from existing Fleet Reserve funds which are at approximately \$830,815.⁰⁰.

LINKS TO STRATEGIC PLAN

This report is consistent with the actions identified within the Strategic Plan under “Continued Investment into Infrastructure” in that it assists in the education of the public on infrastructure operations, repair and replacement.

SUMMARY

The articulating sidewalk tractors are among the hardest working units in the fleet and provide tremendous value in terms of service delivery to the municipality. It is recommended that the RFP submission provided by Work Equipment Limited be accepted.



The Corporation of the City of Elliot Lake

Staff Report OPS2017-09

Report of the **Director of Infrastructure Services**
for the Consideration of Council

RE: CONTRACT FOR PAVEMENT MARKING

OBJECTIVE

To provide Mayor and Council with information regarding the outcome of the tender for pavement marking.

RECOMMENDATION

THAT Staff Report OPS2017-09 dated April 11, 2017 of the Director of Infrastructure Services be received;

AND THAT Contract 2017-02 for Pavement Marking in the amount of \$43,460.⁰⁰ plus applicable taxes be awarded to Trillium Pavement Marking.

Respectfully Submitted

A handwritten signature in black ink, consisting of a stylized 'S' and 'M' followed by a flourish.

Sean McGhee
Director of Infrastructure Services

Approved

A handwritten signature in black ink, consisting of a stylized 'J' and 'R' followed by a flourish.

Jeff Renaud
Chief Administrative Officer

April 11, 2017

BACKGROUND

Tender 2017-04 was released to request bids for the supply and application of approximately 4,370 litres of traffic paint to municipal streets, roadways, and parking areas.

The scope of work includes the supply and application of traffic paint including reflective material, traffic protection and all labour and material to carry out the traffic line marking including centre line marking, both solid and broken, directional pavement arrows, parking stalls, pedestrian and school crosswalks, hazard and delineation markings.

Maintaining visible markings on centre lines and intersections (stop bars, directional arrows, and cross walks) as well as identifying potential trip hazards by providing contrasting colour to the background i.e. painting curbs in areas of high pedestrian traffic, reduces the risk of accident and/or injury. Reducing the risk of accidents and/or injury on municipal property limits the Corporation's exposure to liability claims and therefore provides value in municipal services.

This contract includes an option to extend the contract annually for up to three additional years. Extension of the contract is at the discretion of the Director of Operations and is contingent on the unit pricing and terms of reference found in Tender 2017-04 being maintained.

The tender was advertised on the City of Elliot Lake website and through the Merx website with a closing date of April 4th, 2017. Two firms responded to the tender.

ANALYSIS

The pricing received through the tender responses was as follows:

- Trillium Pavement Marking - \$43,460.⁰⁰
- Midwestern Line Striping Inc. - \$43,787.⁵⁰

A total of \$327.⁵⁰ separated the two bids. Both firms have performed the service for the municipality in the past without concerns surrounding quality, safety, or performance.

No bid irregularities were noted during the tender review process.

FINANCIAL IMPACT

This work is funded through the Public Works Department operating budget as a contracted service with a total of \$55,000.⁰⁰ budgeted for 2017. The bid price represents a savings of \$11,540.⁰⁰ under the budgeted amount.

LINKS TO STRATEGIC PLAN

Approval of this request will uphold the commitment of Mayor and Council toward “Continued Investment into Infrastructure”. This report further serves to assist in “educating the public on infrastructure operations, repair and replacement”.

SUMMARY

It is recommended that the tender submitted by Trillium Pavement Marking, in the amount \$43,460.⁰⁰ plus applicable taxes for pavement marking services be accepted.



The Corporation of the City of Elliot Lake

Staff Report OPS 2017-11

Report of the **Director of Infrastructure Services**
for the Consideration of Council

RE: EMERGENCY PROCUREMENT OF LIFT STATION PUMPS

OBJECTIVE

To provide Mayor and Council with information regarding the emergency procurement of Flygt dry mount submersible pumps for Horne Wastewater Lift Station.

RECOMMENDATION

THAT Staff Report OPS 2017-11 dated April 13th, 2017 of the Director of Infrastructure Services be received for information regarding the implementation of the Emergency Procurement measures found in Section VIII (E) of the City of Elliot Lake Procurement Policy ;

AND THAT Mayor and Council be advised of the expenditure of \$166,261.²⁴ plus applicable taxes for the purchase of two (2) Flygt Model NT-3231 dry mount submersible sewage pumps from Xylem Limited.

Respectfully Submitted

Sean McGhee
Director of Infrastructure Services

Approved

Jeff Renaud
Chief Administrative Officer

April 13th, 2017

BACKGROUND

Horne Lake Sewage Pumping Station is one of the integral pumping stations in the wastewater collection system. This station receives wastewater from the majority of Neighbourhood No. 1 as well as all of the North Industrial Area. The station then pumps wastewater approximately 3,400 meters to the top of Esten North at which time a gravity flow system takes over to route wastewater to the treatment facility.

One of the pumping systems at the Horne Lake Sewage Pumping station suffered a significant failure in February. External service providers were called to assist municipal staff in the rebuild of the system. During this process it was identified that the existing pumps had been heavily modified to extend their service life.

In order to complete repairs, the units were further modified by a local machine shop. Although the pump systems are now working well, any future repair will require extensive custom work.

Given the high wastewater flow handled by this station and in light of its proximity to critical waterways, this system can be considered vulnerable in its current condition.

ANALYSIS

The decision was made to seek a full replacement option for the pump systems. FLYGT pump systems were sourced as they are an industry standard and are supplied as well as serviced out of Northern Ontario. These systems are energy efficient, have enhanced safety features due to the absence of exposed reciprocating parts, are completely unaffected by flooding, and are currently in use at many of our municipal pump stations.

Engineering services were secured to review original design specifications for the site, confirm existing pumping system capacities and to ensure that the appropriate pump systems were quoted. Following the engineering review, the Ministry of Environment and Climate Change was consulted and written confirmation of acceptance was received.

During the review of the system it was noted that typical delivery time for the required pumping systems can be several months. Through negotiation with the supplier, this time was reduced significantly. The availability of a qualified installer was confirmed and installation and commissioning is now expected to be completed by end of June 2017.

Emergency procurement was utilized as the pump system order was required prior to April 10th in order to ensure delivery and installation before the end of June. Failure to meet this timeline would result in a further two month delay due to scheduling of installation. Section VIII(1)(e) of the Municipal Procurement Policy states the following with regard to use of Emergency Procurement:

Notwithstanding the provisions of this Policy, the following shall only apply in case of an emergency, when an event occurs that is determined by a department head and/or the Chief Administrative Officer to be:

- *A threat to public health*
- *The maintenance of essential Town services*
- *The welfare of persons or of public property or*
- *The security of the City's interests and the occurrence requires the immediate delivery of goods or services and time does not permit for competitive bids.*

This project was deemed as compliant for the reasons noted.

FINANCIAL IMPACT

The pumping system was quoted at \$166,261.²⁴ plus applicable taxes. This price does not include engineering or installation. As this is not a budgeted expenditure, the funds will be drawn from 2016 surplus funds which were transferred to reserve.

SUMMARY

The Horne Lake pump station is a critical component of the wastewater collection system. Due to the condition of the existing pump systems and the time constraints associated with delivery and installation, the emergency procurement method was utilized as a method of minimizing the risk to the municipality.