



**PUBLIC SERVICES COMMITTEE
AGENDA**

Wednesday, February 22, 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
 - 5.1 Staff Report OPS 2017-03 Backwash Pumping System Rebuild
dated February 6, 2017 5
 - 5.2 Staff Report OPS 2017-04 Engineering Services RFP Outcome
dated February 14, 2017 7
6. PRESENTATION OF COMMITTEE REPORTS
7. UNFINISHED BUSINESS
8. CORRESPONDENCE
9. PUBLIC QUESTION PERIOD
10. ADDENDUM
11. CLOSED SESSION
12. SCHEDULING OF NEXT MEETING
13. ADJOURNMENT



PUBLIC SERVICES COMMITTEE

MEETING MINUTES

Monday, January 16, 2017

4:15 pm

Committee Room

Present: N. Mann, Member, Luc Cyr, Dan Marchisella

Regrets: C. Martin, Chair

Others: Scot Reinhardt, Tammy Vanroon, S. McGhee, M. Humble, J. Thomas, W. Rowlands

3. MINUTES OF THE PREVIOUS MEETINGS

3.1 Monday, September 19, 2016

Res#: 01-16

Moved By: Luc Cyr

Seconded By: Dan Marchisella

That the Minutes of the September 19, 2016 meeting of the Public Services Committee be received;

Carried

1. ROLL CALL

The meeting was called to order by the Chair at 4:15pm.

5. INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS

5.1 Staff Report OPS 2016-29 Accessibility Advisory Committee Update

dated November 14, 2016

Res#: 02-17

Moved By: Luc Cyr

Seconded By: Dan Marchisella

That Staff Report OPS2016-29 dated November 14, 2016 of the Director of Infrastructure Services be received;

AND THAT Report OPS2016-29 be forwarded to the Accessibility Advisory Committee for review.

Carried

5.2 Staff Report 2016-30 Nuisance Waterfowl Management

dated November 15, 2016

Res#: 03-17

Moved By: Dan Marchisella

Seconded By: Luc Cyr

That Staff Report OPS 2016-30 dated November 15th, 2016 of the Director of Infrastructure Services be received;

Carried

5.3 OPS 2017-01 Summary Report for Municipalities

dated January 10, 2017

Res#: 04-17

Moved By: Luc Cyr

Seconded By: Dan Marchisella

That Staff Report OPS 2017-01 dated January 10, 2017 of the Director of Infrastructure Services be received;

And That the Summary Report for Municipalities be posted on the City's web site and made available in print (free of charge) to members of the public upon request.

Carried

5.4 Staff Report OPS 2017-02 City Hall Elevator Replacement

dated January 11, 2017

Res#: 05-17

Moved By: Luc Cyr

Seconded By: Dan Marchisella

That Staff Report OPS2017-02 dated January 11, 2017 of the Director of Infrastructure Services be received;

And THAT contract 2017-01 for supply of materials and labour in the amount of \$67,400.⁰⁰ plus applicable taxes for the replacement of the existing passenger elevating device at City Hall be awarded to Bay Elevator.

Carried

5.5 Fluoridation Public Engagement Plan - Proposed Format**12. SCHEDULING OF NEXT MEETING**

The next scheduled Public Services Committee meeting is February 21, 2017.

13. ADJOURNMENT**Res#: 07-17**

Moved By: Luc Cyr

Seconded By: Dan Marchisella

That the meeting be adjourned at the hour of 5pm.

Carried



The Corporation of the City of Elliot Lake

Staff Report OPS2017-03

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

RE: Backwash Pumping System Rebuild

OBJECTIVE

To provide Mayor and Council with information regarding the proposed rebuild of one (1) water treatment plant backwash pump.

RECOMMENDATION

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.

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

February 6, 2017

BACKGROUND

Rebuilds were completed in 2016 to all high lift pumps in addition to one of two backwash pumps. These rebuilds were commissioned when pump performance reviews and inspections determined that the units were significantly impacted by ongoing exposure to chlorinated water over their respective service lives.

IWS was contracted by the municipality to complete the rebuilds after which the municipality realized as much as a 31% increase in pump performance. This firm was selected as they are a certified service provider based within the Province of Ontario, and are able to provide both parts and service to these pumps.

There is one remaining backwash pump which was scheduled to be completed as a capital works project for 2017.

ANALYSIS

As a result of the work completed at the facility last year, IWS was able to provide a detailed proposal for the work. This includes the replacement of all the components which were identified as worn or unserviceable on the previous backwash pump rebuild.

There have been some increases in shipping cost in addition to price increases from the manufacturer. Total budget price for the work is \$52,079.⁵⁰ plus applicable taxes.

There is a 22 week delivery time on the pump unit from the factory.

FINANCIAL IMPACT

There was a total of \$50,400.⁰⁰ budgeted for this work in 2017. In light of the previously referenced increases over last year, the shortfall for the project, which amounts to \$2,596.¹⁰, may be drawn from the Capital Equipment Needs fund which was incorporated into the 2017 Capital Budget.

LINKS TO STRATEGIC PLAN

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

SUMMARY

Approval of this project will ensure maximum reliability and performance from the remaining backwash pump.



The Corporation of the City of Elliot Lake

Staff Report OPS2017-04

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

RE: ENGINEERING SERVICES RFP OUTCOME

OBJECTIVE

To provide Mayor and Council with information regarding the outcome of the Request for Proposals for the provision of Professional Engineering Services.

RECOMMENDATION

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.

Respectfully Submitted

Approved

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

Sean McGhee
Director of Infrastructure Services

A handwritten signature in black ink, appearing to read "Jeff Renaud", written over a horizontal line.
Jeff Renaud
Chief Administrative Officer

February 14, 2017

BACKGROUND

The Infrastructure Services Department of the Corporation of the City of Elliot Lake utilizes professional Engineering Services in a variety of disciplines for work associated with municipal operations. RFP No. 2017-01 was developed to investigate available options for the delivery of service in the area, to ensure highest possible value for the municipality, and to establish a contractual agreement for the delivery of the professional engineering services. The proposed contract is for a five (5) year term commencing March 2017.

Bidders were instructed to outline their experience and familiarity in the delivery of services in the following engineering disciplines:

- a) Civil Engineering Disciplines related to the following:
 - Development of construction drawings and plans for road, construction, rehabilitation, and repair.
 - Transportation services including aerodrome operations,
- b) Environmental Engineering related disciplines including:
 - Water and wastewater facility design and operation,
 - Development of construction drawings and plans for stormwater, watermain and collection system construction, rehabilitation, and repair.
 - Solid waste management,
- c) Structural Engineering including, but not limited to:
 - Facility structural design and review,
 - Bridge and Culvert inspection and design,
- d) Mechanical and Electrical disciplines as relating to water and wastewater treatment systems and facility design (HVAC systems, power distribution)
- e) General Engineering Services including contract preparation, supervision, and management,
- f) Architectural Services.

The RFP document stressed that consulting services, design of new construction and engineering services associated with municipal projects outside of Capital Works projects undertaken through the Infrastructure services department were excluded from the contract.

The agreement was structured in such a manner as to give the municipality the latitude to award larger scale engineering projects, either as an identified extra to this contract or through the standing municipal procurement process. Determination of any projects exclusion from the scope of the contract is at the sole discretion of the Corporation of the City of Elliot Lake.

In total, seven (7) firms submitted proposals. An evaluation committee consisting of Michael Humble, and Sean McGhee worked to review the submissions and determine the successful proponent. The findings of the review were vetted by Jeff Renaud, Chief Administrative Officer.

ANALYSIS

Proponents submitting proposals in response to the RFP included:

- AECOM
- JL Richards and Associates
- Kresin Engineering
- Stantech Consulting Ltd.
- Tulloch Engineering Inc.
- EXP Services Inc.
- WSP Canada

All submissions were reviewed and scored under the following headings and ratings:

- 1) Experience and Qualifications of assigned personnel – 25 points
- 2) Experience and History of Firm with similar contracts – 20 points
- 3) Price – 20 points
- 4) Ability of Firm to respond to emergency situations – 15 points
- 5) Ability of Firm to meet requirements internally – 10 points
- 6) Compliance with proposal requirements – 10 points

All but one firm fully complied with the requirements of the Request for Proposal. Through the evaluation process it was determined that Tulloch Engineering Inc. met all of the requirements of the RFP and received the highest overall rating.

FINANCIAL IMPACT

Engineering services are typically not identified as a specified or separate cost in the budget process. The fees for engineering are considered in the overall price estimates developed by staff during the capital project budget development process.

LINKS TO STRATEGIC PLAN

This RFP aligns with the Strategic Plan to “Continue Investment into Infrastructure” as engineering services are integral to infrastructure rehabilitation. This report serves to assist in “educating the public on infrastructure operations, repair and replacement”.

SUMMARY

Approval of the recommendations found in this report will establish a contractual relationship with an engineering service provider in keeping with the municipal procurement policy.