



# Municipality of the District of Lunenburg

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## REQUEST FOR DECISION

**REPORT TO:** Council

**SUBMITTED BY:** LaHave River Project Management Team

**DATE:** August 22, 2017

**RE:** RFP Award: On-Site Sewage Disposal System Design for LaHave River Properties

**ORIGIN:** Council

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### RECOMMENDATION

*Authorize staff to award RFP 2017-05-400 On-Site Sewage Disposal System Design for LaHave River Properties to Able Engineering Services Inc. for the amount of \$79,350 for 2017/18 and 2018/19 years.*

### EXECUTIVE SUMMARY

Four proposals were received for *RFP 2017-05-400 On-Site Sewage Disposal System Design for LaHave River Properties* from ABLE Engineering Services, Berrigan Surveys Limited, Design Point Engineering & Surveying, and WSP.

The scope of work consists of assessing, designing and certifying the installation of on-site sewage disposal systems to replace straight pipes within the Wastewater Management District of the LaHave River. An evaluation of the proposals resulted in Able Engineering Services having the highest overall score.

### BACKGROUND

Water quality in the LaHave River Estuary has been a longstanding issue in the Municipality. Bluenose Coastal Action Foundation (BCAF) has been conducting water quality testing for over 10 years along the length of the LaHave River Watershed. While the river upstream of the Town of Bridgewater has not shown elevated levels of fecal contamination, this is not the case for the lower portion of the LaHave River.

The proposed LaHave River Wastewater Management District area extends from Bridgewater town boundaries downriver to Dublin shore on the west side and Riverport on the eastern side of the river. It is estimated that 1630 homes are located within that area, of which approximately 800 homes had no septic or malfunctioning septic systems in 1993. NSE estimates 600 homes are still without a functioning septic system.

Replacement of the straight pipes with functioning septic systems requires the services of an engineer qualified to select and design approved septic systems according to the requirements of the Nova Scotia Environment Act and regulations. This Request for Proposal process was used to solicit bids from qualified firms interested in providing this service for the project.

The RFP was structured to solicit bids for a two-year contract, with a municipal option to renew for two additional two-year periods. This allows the municipality to secure bulk pricing for the length of the contract, but retains flexibility for council should the demand for service exceed the capacity of a single firm, or if there are other issues with the service provision. Prices were required for single as well as bundles of properties to ensure that municipality was gaining the advantage of bulk purchase of designs.

## **DISCUSSION**

Four firms submitted proposals, which were evaluated for understanding of the purpose of the work; work plan details and methodology; and qualifications and experience. These parameters form the basis of the technical score, which is given a weight of 50. An equal weighting of 50 was given to the price provided by the proponents. Estimated average number of systems and design/install bundles per year were used to compare pricing schedules submitted by the proponents.

The results of the evaluation are provided below:

<b><i>Firm</i></b>	<b><i>Technical Score</i></b>	<b><i>Price (excl. HST)</i></b>	<b><i>Price Score</i></b>	<b><i>Overall Score</i></b>
<b><i>ABLE</i></b>	47.3	\$79,350.00	50	97.3
<b><i>Berrigan</i></b>	33.7	\$178,000.00	22.3	56.0
<b><i>Design Point</i></b>	39.3	\$293,600.00	13.5	52.8
<b><i>WSP</i></b>	26.3	\$537,150.00	7.4	33.7

The methodology of all the Proponents was sufficiently detailed and logical. All provided documentation on their safety plans except WSP.

The schedule appeared reasonable for both ABLE and Design Point. However, Berrigan required only 1 to 4 days to design a system for one site and 10 sites respectively. Given the potential volumes experienced in later years, there may be issues achieving

this timeline. WSP required 10 to 30 days for designing a system for one site and 10 sites respectively, which may result delays for the overall project.

### **DAYS TO DESIGN**

<b>NUMBER OF SITES</b>	<b>ABLE</b>	<b>Berrigan</b>	<b>Design Point</b>	<b>WSP</b>
<b>1</b>	3	1	3	10
<b>5</b>	5	3	5	20
<b>10</b>	8	4	7	30

ABLE put forward two engineers with QPI designations, while Berrigan and Design Point had one. WSP did not include a QPI in their proposal, only a QPII.

### **BUDGET IMPLICATIONS**

Pricing provided by the recommended proponent falls within the program budget estimated for the New Build Canada grant application.

### **STRATEGIC PLAN**

This project has been identified as a Strategic Priority of Council and directly addresses MODL's ICSP's Strategic Goal #2 of protecting watersheds by reducing the volume of inadequately-treated wastewater polluting the LaHave River.

### **POLICY RELEVANCE**

The procurement process for goods and services over \$25,000 as set out in Policy MDL 33 was followed to provide the recommendation to Council. The successful bidder will provide design services in accordance with *MODL's By-Law Respecting the LaHave River Wastewater Management District*, and costs for the work will be recovered as per *MDL-72 LaHave River Wastewater Management District Cost Recovery Policy*

### **WORK PROGRAM IMPLICATIONS**

The LaHave River Straight Pipe Replacement Project has been a priority of Council for more than a year. The timing of the federal announcement affected the municipality's ability to schedule and assign engineering resources.

### **ALTERNATIVES**

Council may decide to award the RFP to another proponent, justifying why the low bid which received the highest score was not selected.

Council may choose to delay the award of the RFP. This avenue is recommended if Council is not in a position to approve the draft bylaw and policies also included on the August 22<sup>nd</sup> agenda package.

### **COMMUNICATION CONSIDERATIONS**

MODL has developed a communications plan to encourage voluntary enrollment in the replacement program.

### **CONCLUSION**

Fecal contamination in the LaHave River is a major concern that has wide reaching impacts on the Municipality and the region as a whole. The proposed program and By-Law is designed to address key barriers, which have contributed to the continued pollution of the LaHave River. Securing the services of a design firm to complete the site assessments and design of approved systems is a significant milestone in the establishment of the replacement program.