



# BOARD REPORT

**TO:** Chair and Directors

**File No:** 0810 20 10

**SUBJECT:** Salmon Arm Landfill Design and Operation Plan Update – Contract Award

**DESCRIPTION:** Report from Ben Van Nostrand, Team Leader, Environmental Health Services, dated May 22, 2019. Salmon Arm Landfill Design and Operation Plan Update – Contract Award.

**RECOMMENDATION:** THAT: the Board empower the authorized signatories to enter into an agreement with Sperling Hansen Associates to complete an update to the Salmon Arm Landfill Design and Operation Plan for a cost of \$79,088 plus applicable taxes and plus contingencies not to exceed the total budgeted amount of \$100,000, this 20<sup>th</sup> day of June, 2019.

## SHORT SUMMARY:

The Salmon Arm Landfill's Operational Certificate MR-05479, issued by the Ministry of Environment on July 25, 1979, requires the Design and Operation Plan be updated by a qualified professional. The current Plan is due for a review and update, and as such a procurement process was carried out and concluded on May 8, 2019.

A Request for Proposals (RFP) was released with an approved budget of \$100,000 to conduct this work. Submissions received contained a variety of pricing and project scope. Sperling Hansen Associates (SHA) is the recommended proponent as SHA has provided the proposal with the best value to the CSR D in the development of an upgraded Design and Operations Plan. Board authorization is required as SHA was not the lowest cost proposal received.

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<b>VOTING:</b>	Unweighted Corporate	<input type="checkbox"/>	LGA Part 14 (Unweighted)	<input type="checkbox"/>	Weighted Corporate	<input checked="" type="checkbox"/>	Stakeholder (Weighted)	<input type="checkbox"/>
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## BACKGROUND:

The Salmon Arm Landfill is being developed in phases and the existing Design and Operation Plan (DOP) calls for 5 phases of filling. Currently the operations are focused on filling Phase 2, with an estimated 2 years of remaining airspace left. As such, the DOP will incorporate specific designs for expansion into Phase 3 and a construction schedule. Furthermore, the CSR D has recently purchased an adjacent 20 acre parcel to the Salmon Arm landfill, which will also be incorporated into the updated DOP.

In 2016 the Ministry of Environment updated the BC Landfill Criteria document which recommends that BC landfills complete a conformance review. This review evaluates existing operations and site configurations, compares that information to the BC Landfill Criteria, and provides a list of recommended upgrades. The contract to review and update the DOP includes a requirement to perform a conformance review of the site.

Based on a review of the bid submissions, the value of SHA's experience both in general and specifically at the Salmon Arm landfill, was deemed to provide more value than other proponents submissions received.

SHA has provided engineering services for the CSRD's Salmon Arm landfill since 2008 when they prepared the 2008 Design and Operation Plan. In 2010, SHA prepared the Salmon Arm landfill Phase 1 Closure and Phase 2 preparation documents and throughout 2011 provided project management services for construction of these projects. SHA was retained in 2015 to prepare the Mounce Property Economic Analysis report, which provided the CSRD with an economic assessment of future landfilling options and related uses of the Mounce property. Lastly, the CSRD has been using SHA's Kamloops office to provide continued Phase 1 development and engineering assessments to ensure proper planning of timelines are in place for the development of Phase 2 and the construction of Phase 3.

**POLICY:**

In accordance with CSRD Policy No. F-32 "Procurement of Goods & Services", Board authorization is required for any tender or request for proposals to be awarded if it is not the low bid.

**FINANCIAL:**

The following table outlines the submitted proposals for this project, excluding taxes:

<b>Bidder</b>	<b>Bid Price</b>
GHD	\$100,000.00
Golder	\$83,390.00
<b>Sperling Hansen</b>	<b>\$79,088.00</b>
Tetra Tech	\$75,696.96
WSP	\$95,145.00
XCG	\$53,380.00

All bids received are within the \$100,000 budgeted amount for this project in the 2019 Solid Waste Management budget.

**IMPLEMENTATION:**

The proponents will be notified of the results of the CSRD's selection process and the successful bidder will begin work immediately on the project.

**COMMUNICATIONS:**

The decision of the Board will be relayed to all proponents.

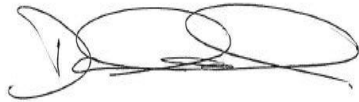
**BOARD'S OPTIONS:**

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**Report Approval Details**

Document Title:	2019_06_20_OM_SArm_Landfill_DandO_Plan_Update_RFP_Award.docx
Attachments:	
Final Approval Date:	Jun 7, 2019

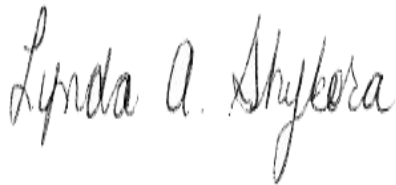
This report and all of its attachments were approved and signed as outlined below:



**Darcy Mooney - Jun 6, 2019 - 3:53 PM**

**No Signature - Task assigned to Jodi Pierce was completed by assistant Sheena Haines**

**Jodi Pierce - Jun 6, 2019 - 4:12 PM**



**Lynda Shykora - Jun 6, 2019 - 4:33 PM**



**Charles Hamilton - Jun 7, 2019 - 8:23 AM**