

October 21, 2020

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Award of RFP 20-OF-14 – Water and Wastewater Treatment Engineering Services

In the month of September the Town had issued an RFP for design engineering services for the setup of a standby power system at the Fort Frances Wastewater Treatment Plant as well as improvements to the Soda Ash tower at the Water Treatment Plant to address airborne dust in that plant.

Three firms attended a mandatory site meeting held September 28, 2020, being TBT Engineering, WSP and KGS Group. Proposals were opened at the Fort Frances Civic Centre with firms being encouraged to call in for the opening. Proposals were received from all three firms with the breakdown of costs listed below:

Firm	Proposal Cost
KGS Group	\$97,186
TBT Engineering	\$78,632
WSP	\$64,100

The proposals were reviewed using a scoring matrix as outlined in the Request for Proposal documents by Mr. Craig Miller, P.Eng, Environmental Superintendent as well as myself. The proposal that scored the highest was TBT Engineering. In the TBT price, tendering and Project Management were included which was out of the scope, removal of this portion of the costing would see a savings of \$11,760 for a total cost of \$66,872 plus applicable taxes. The 2020 Budget Allocation for these two projects is \$ \$60,000 resulting in a budget shortfall of \$8,048.95 across both projects. The schedule for this work takes us into February 2021 for completion, meaning that the shortfall can be included in the 2021 Capital Budget.

It is the recommendation of the Operations and Facilities Executive Committee that:

1. RFP 20-OF-14 be awarded to TBT Engineering.
2. The Mayor and Clerk be authorized to execute the agreement on behalf of the organization.
3. and further that the budget costs to be incurred in 2021 be brought forward to the 2021 Capital Budget.

Respectfully Submitted



Travis Rob, P.Eng
Manager of Operations and Facilities

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