

May 31, 2021

Report To: Travis Rob

From: Adam Mitchell, P.Eng, Asset Management Coordinator

**RE: Ice Plant Consolidation Study at the Memorial Sports Centre**

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On May 18<sup>th</sup>, 2021, the Town of Fort Frances received proposals for RFP 21-OF-03, Feasibility Study to Consolidate Ice Plants at the Memorial Sports Centre. The Ice Plants are the refrigeration systems used to cool the ice surfaces which allow the arena the ability to make ice. This process consumes a large amount of energy, and currently this facility has two plants, one to operate each ice surface.

The objective of this project is as follows:

- Consolidate the two ice plants into a single ice plant, or the reduction of the plants overall power rating.
- Eliminate the need for a full-time refrigerant license holder as required by the Province of Ontario Technical Standards and Safety Act, 2000 O.Reg. 219/01.
- Review and comment on the feasibility of waste heat capture from the new configuration.

As a result of this request for proposals, the Town of Fort Frances received two proposals from Stantec Consulting and JBB Consultants and Engineers Inc. A thorough review of both submittals was completed, and a scoring matrix was used to evaluate the proposals. The evaluation considered project understanding, past experience, key personnel, project cost and schedule. Upon review it was determined that Stantec Consulting displayed a comprehensive understanding of the project detailing similar past experience.

Stantec demonstrated a thorough understanding of the scope of work which is listed as the following:

- Advantages and disadvantages of a consolidated ice plant.
- Advantages and disadvantages of separate ice plants.
- Power ratings for a combined ice plant.
- Study into the ability to reduce the current power rating of the existing system.
- Recommended method of reducing the overall power rating of the plant to eliminate the operator requirement as outlined in O.Reg. 219/01.
- Proposed energy savings technologies and procedures.
- Estimated kilowatt hour and financial energy savings per utility based on the present unit rate costs.
- Class D cost estimate for implementation of the proposed reduction methods.

Stantec can begin this project immediately upon award. This is beneficial as this study can be completed in a timely manner allowing us to use this study to make future decisions on our 5-year Revitalization of the Memorial Sports Centre project.

Stantec's fees for completing this scope of work is \$24,425.00 + HST. This cost is well within budget and lower than JBB Consultants bid of \$31,785.00 + GST. JBB Consultants failed to show a thorough understanding of the project objectives and could not commence work until late Q3 of 2021.

It is my recommendation that Stantec Consultants be contracted to complete the Feasibility Study to Consolidate Ice Plants at the Memorial Sports Centre for a total of \$24,425.00.

Respectfully Submitted

A handwritten signature in blue ink, appearing to read "Adam Mitchell", is positioned below the "Respectfully Submitted" text.

Adam Mitchell, P.Eng  
Asset Management Coordinator