

July 4, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Award of RFP 18-OF-06 – Operations and Maintenance of the Town of Fort Frances Wastewater Treatment Facility

The Town of Fort Frances released RFP 18-OF-06 on April 23, 2018 looking for a firm for the operation and maintenance of the Town's Waste Water Treatment Facility and to provide provisional Overall Responsible Operator services for the Town's waste water collection system as well as the water distribution, and Water Treatment Plant. This will be a 5-year term agreement for the initial term.

There was a mandatory site visit that took place at the Town of Fort Frances Waste Water Treatment Plant on May 16, 2018. There were 3 firms represented by a total of 8 staff at the Site visit. The plant was toured as well as all of the wastewater lift stations and the Water Treatment Plant. Through the RFP period there were two addendums put out addressing firm questions.

The RFP period closed on June 12, 2018 where two proposals were received. Attached to this report you will find the costing spreadsheets from both firms.

Both proposals were reviewed by the Operations and Facilities Manager as well as the Environmental and Facilities Superintendent. In addition to the internal proposal review, the firms who submitted proposals were invited to present their proposal to the Operations and Facilities Executive Committee on July 4, 2018.

At the July 4 meeting of the Operations and Facilities Executive Committee, the Committee received presentations from both potential firms where there was an opportunity to ask questions about the proposed service delivery and costing.

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

1. Award RFP 18-OF-06 to Ontario Clean Water Agency for a 5-year term commencing January 1, 2019.
2. That an authorizing by-law be passed authorizing the Mayor and Clerk to execute the agreement on behalf of the organization.

Respectfully Submitted



Travis Rob, P.Eng
Manager of Operations and Facilities

Council Approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to:

- 1. Award RFP 18-OF-06 to Ontario Clean Water Agency for a 5-year term commencing January 1, 2019.**
- 2. That an authorizing by-law be passed authorizing the Mayor and Clerk to execute the agreement on behalf of the organization.**