



## Town of Niagara-on-the-Lake

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**REPORT #:** OPS-23-025

**COMMITTEE DATE:** 2023-05-16

**DUE IN COUNCIL:** 2023-05-23

**REPORT TO:** COTW-General

**SUBJECT:** Sewer and Maintenance Hole Flushing and CCTV Inspection (For 2023 and 2024) - ES2023-02

### 1. RECOMMENDATION

It is respectfully recommended that:

- 1.1 Council approve the lowest compliant tender bid of \$351,832.81 (applicable taxes extra) from GFL Environmental Services Inc. for a two-year contract for Sewer and Maintenance Hole Flushing and CCTV Inspection; and
- 1.2 Council authorize the Director of Operations to sign the required contract documents on behalf of the Corporation.

### 2. EXECUTIVE SUMMARY

- Historically, the agreement to perform ongoing Closed-Circuit Television (CCTV) inspection of sewer pipelines within the Town of Niagara-on-the-Lake ("Town") sewer and storm system has been annual.
- This agreement has been established as a two-year agreement with GFL Environmental Services Inc. to complete the flushing and CCTV works on the Town's sewer pipelines, to determine its current condition and establish a life cycle assessment (LCA) which is necessary for defining future capital planning needs and the best environmental management strategies.
- A two-year contract has the benefits of better pricing obtained from contractors due to increased volumes over the contract term and reduced staff time in preparing tender documents.
- On February 21, 2023, the Town issued a Request for Tender, and GFL Environmental Services Inc. (GFL) submitted the lowest acceptable (evaluated) bid. The subcontractor, Pipetek, will complete the maintenance hole inspection.
- GFL will perform CCTV inspections on nearly 18,890 meters of sanitary sewer and 18,855 meters of storm sewer, including associated maintenance holes located in various parts of the Town. They will also assess their existing condition and prepare inspection reports and videos documenting the condition of the pipelines and maintenance holes.
- The comprehensive reports provided will be instrumental in evaluating the overall condition of the sewer lines and identifying areas where replacement, rehabilitation, spot repairs, or cleaning are required.
- Staff recommend approval of the lowest compliant bid of \$351,832.81 (applicable taxes extra) from GFL Environmental Services Inc. for a two-year contract. (2023: \$173,363, 2024: \$178,469.81)

### 3. PURPOSE

The purpose of this report is to obtain Council approval to award a two (2) year contract (Contract ES2023-02) to GFL Environmental Services Inc., the lowest compliant bid for Sewer and Maintenance Hole Flushing and CCTV Inspection for 2023 and 2024.

### 4. BACKGROUND

The Town maintains approximately 97 km of sanitary sewer and 71 km of storm sewer mains.

The CCTV inspection program collects data on the condition of the sanitary and storm sewer mains for operations and maintenance purposes. It also collects and verifies other sewer data such as size, material type, inflow, and infiltration into the system. This information enables the Environmental Services Section of Public Works to verify the current condition and identify defects in the system for regular maintenance and capital rehabilitation planning and management. These industry practices and the introduction of maintenance and asset management techniques, along with life-cycle analysis, have been continuously conducted to efficiently utilize the Town's limited budget and prevent maintenance costs from rapidly rising. One of the crucial aspects of maintaining the sanitary sewer and storm sewer networks is calculating the optimum time for replacing the discharge pipes.

Regular CCTV inspection provides information to reduce risks and liabilities associated with sewer failures and backups. The current scope of the work involves CCTV inspection of approximately 18,890 meters of sanitary sewer and 18,855 meters of storm sewer mains yearly.

### 5. REQUEST FOR TENDER (RFT) INFORMATION:

Advertised and Issued Date	Tuesday, February 21, 2023
RFT Closing Date	Tuesday, March 7, 2023
Number of contractors picking up RFT documents	16
Number of contractors responding to the RFT	9

**Note:** One bidder was disqualified as they did not meet the mandatory requirement of submitting a Bid Bond with their submission. As outlined in Part V Section 8.4 of the Town's Special Instructions to Bidders, *"The Town of Niagara-on-the-Lake will only accept submissions that include both the Bid Bond and Agreement to Bond in **an electronically verifiable/enforceable (e-Bond) format.**"*

### 6. DISCUSSION / ANALYSIS

Detailed Pricing Information Inclusive of HST:

Company	2023	2024
<b>GFL Environmental Services Inc.</b>	<b>*\$173,363.00</b>	<b>*\$178,469.81</b>
Dambro Environmental Inc.	\$175,805.50	\$191,759.40
Sewer Technologies Inc.	\$182,626.00	\$193,624.04
Bob Robinson & Son Construction	*\$191,532.50	*\$190,159.90

Civica Infrastructure Inc.	\$213,709.75	\$227,783.40
Nieltech Services Ltd.	\$217,950.50	\$221,684.30
Capital Sewer Services Inc.	\$227,634.75	\$231,863.85
York 1 Hydrovac	\$440,643.75	\$459,501.75

\* *Mathematically corrected pricing, as provisional pricing was not to be included or total calculation error.*

GFL Environmental Services Inc. is currently under contract with another local Municipality and has completed many other projects similar to the scope of this Tender.

Pipetek is a subcontractor for GFL Environmental Services Inc. to complete the maintenance inspections and has successfully completed work for the Town in the past.

## 7. STRATEGIC PLAN

The content of this report supports the following Strategic Plan initiatives:

### Pillar(s)

3. Create a Culture of Customer Service Excellence

### Objective(s)

3.3 Use technology to improve levels of service

### Tactic(s)

4.2 a) Develop collaboration between departments by enhancing the degree to which everyone knows

## 8. OPTIONS

8.1 **Option 1:** Council approves the Award of Tender to the lowest compliant bidder, GFL Environmental Services Inc., in the total amount of \$351,832.81 (applicable taxes extra) for a two-year contract for Sewer and Maintenance Hole Flushing and CCTV Inspection (\$173,363.00 + HST for 2023 and \$178,469.81 + HST for 2024) **(Recommended)**

8.2 **Option 2:** Council directs Staff to cancel the Request for Tender. *(Not Recommended)*

## 9. FINANCIAL IMPLICATIONS

The total estimated cost of the complete project (excluding applicable taxes) is as follows:

Contract	2023	2024
Sewer and Maintenance Hole Flushing and CCTV Inspection	\$173,363.00	\$178,469.81

The cost difference between the first-year and second-year projects is an increase of 2.9%.

The project funding, as per the Draft 2023 Operation Budgets, is as follows:

<b>Account Name</b>	<b>Account #</b>	<b>Budget Amount 2023</b>
Sanitary CCTV	720-4950-41000	\$75,000.00
Sanitary Flushing	720-5050-41000	\$80,000.00
Sanitary Manhole Maintenance	720-4900-32000	\$5,000.00
Storm CCTV	730-4950-41000	\$45,000.00
Storm Flushing	730-2550-41000	\$52,500.00
Storm Manhole Maintenance	730-4900-41000	\$5,000.00
<b>Total Draft budget:</b>		<b>\$262,500.00</b>

Based on the proposed 2023 budget (\$262,500), sufficient funds are available to complete the 2023 work. Staff propose the same budget amount in 2024 (\$262,500), which would also be sufficient to complete the 2024 portion. The expected remaining budget in the 2023 and 2024 Sanitary and Storm Flushing and CCTV project will be utilized to flush and clean obstructed storm sewer pipes and address emergency situations.

#### **10. ENVIRONMENTAL IMPLICATIONS**

Sewer inspection may have environmental implications if it reveals leaks or damage in the sewer system. In such cases, untreated wastewater may be released into the environment, potentially causing pollution and harm to aquatic life. It is crucial to manage these environmental implications and minimize their impact by instituting a proper inspection process. This may involve identifying and addressing potential issues before they can cause harm to the environment, as well as using environmentally friendly methods for any necessary repairs or cleaning.

#### **11. COMMUNICATIONS**

Upon Council's approval, Staff will publish the RFT results and communicate the Award of Tender decision to all Proponents through the Town's eProcurement platform, Bids and Tenders. Staff will inform the successful Bidder, GFL Environmental Services Inc. and sign the contract documents.

#### **12. CONCLUSION**

Staff recommend that GFL Environmental Services Inc. be awarded the Sewer and Maintenance Hole Flushing and CCTV Inspection for 2023 and 2024. GFL Environmental Services Inc. is currently under contract with another local Municipality and has completed many other projects similar to this Tender.

#### **13. PREVIOUS REPORTS**

Not Applicable

#### **14. APPENDICES**

Not Applicable

Respectfully submitted:

**Prepared by:**



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Supervisor of Environmental Services**

**Recommended by:**

**Darren MacKenzie, C.Tech., rcsi, ENV SP  
Manager of Public Works**

**Recommended by:**

**Rome D'Angelo, CET, CFM  
Director of Operations**

**Submitted by:**

**Marnie Cluckie, MS.LOD, B.ARCH, B.ES  
Chief Administrative Officer**