



To: COMMITTEE OF THE WHOLE

Section: Consent - Corporate Services – Solid Waste Management

Item Number: CCW 14-246

Meeting Date: May 27, 2014

Subject: RFP 2014-021 – Consulting Services – Central Composting Facility

Recommendation:

THAT Item CCW 14-246, regarding an update on RFP 2014-021 – Consulting Services – Central Composting Facility and the selected proponent, be received for information.

Executive Summary:

On March 25, 2014, the County issued RFP 2014-021 for consulting services related to the development of the central composting facility (CCF). Seven proposals were submitted in response and subsequently evaluated based on pre-selected, rigorous criteria related to both the firm and project team's experience with processing source-separated organics, public consultation and facilitating stakeholder involvement, and procurement of waste management facilities.

To this end, the selected proponent, Conestoga-Rovers & Associates (CRA), outlined considerable expertise in the planning, siting, approvals, detailed design, engineering, contractor procurement and construction administration of organics processing facilities. Relevant project experience included the City of Toronto's Disco Road and Dufferin anaerobic digestion facilities, City of Guelph's Organic Waste Processing Facility, and two-150,000 tonnes/year composting facilities in London and Ottawa. Their depth of experience with development of these types of facilities, which is a relatively small industry, was unparalleled.

Going forward, the CRA project team will participate in the first public information session in June.

Background/Analysis/Options:

As outlined in Item CCW 14-025, a proposed project plan for the central composting facility (CCF) project and timeline were endorsed by Council on January 28, 2014. This process, as outlined, is expected to take approximately five years, with commissioning of the facility coinciding with the end of the County's current processing contract. Initial planning, siting, and procurement tasks are set to occur over a two-and-a-half year time frame, with opportunity for Council to review and direct staff in regards to the process and allow for various meetings with stakeholders and public notification sessions.

Further to the project plan outlined in Item CCW 14-025, RFP 2014-021 was issued outlining various tasks related to consulting services for Phase I, specifically associated to siting and procurement of the facility. In total, the Scope of Work was broken into 18 tasks pertaining to public consultation and stakeholder meetings, deliverables such as consultant reports, and presentations to Council at various stages of the siting and procurement process.

In summary, the objectives of this series of consulting tasks are as follows:

- i) Provide insight, feedback, and research at various stages of the siting and procurement process and report the findings in a series of reports to County Staff;
- ii) Fully inform County Council, the public, and stakeholders through the presentation of findings, facts, and recommendations at various stages of the siting and procurement process; and
- iii) Assist staff with the preparation of a comprehensive RFP document that will produce viable options and enable County Staff to advance final recommendations to Council for their direction on proceeding with the CCF project.

Evaluation and Results

RFP 2014-021, which was issued on March 25, 2014 and closed on April 22, 2014, resulted in the submission of seven proposals. The following consulting firms responded to this RFP:

- CH2M Hill;
- Conestoga-Rovers & Associates;
- Golder Associates Ltd.;
- HDR Inc.;
- R.J. Burnside & Associates Limited;
- SLR Consulting; and
- Stantec.

These proposals were subsequently evaluated by committee on criteria related to both the firm and project team's experience in developing organics processing facilities, public consultation and engaging stakeholders, and procurement processes related to waste management facilities. The scoring, as outlined in the RFP document, was based 70% on the Proponent's technical proposal (420 points available) and 30% on the financial proposal (180 points available). In regards to the technical proposal, the pre-defined scoring criteria was quite rigorous and included points for specific experience with development of organics processing facilities, with consideration for facilities that have gone beyond the conceptual/planning phase and have come to fruition. The criteria extensively considered experience with public consultation and stakeholder involvement; points were awarded based on the proposed team's communications and presentation experience relevant to source-separated organics processing.

The proponent with the highest overall score was Conestoga-Rovers & Associates (CRA). This firm, established in 1976, provides comprehensive engineering, environmental consulting, construction, and information technology services. As indicated in their proposal, as the field of source-separated organics management has developed, CRA has been involved in the design, construction, permitting and operational support for large scale processing facilities utilizing both composting technologies and anaerobic digestion.

CRA's relevant project experience includes the City of Toronto's Disco Road and Dufferin anaerobic digestion facilities, City of Guelph's Organic Waste Processing Facility, and two-150,000 tonnes/year composting facilities in London and Ottawa. Their depth of experience with development of these types of facilities, which is a relatively small industry, was unparalleled.

Moving Forward

Further to award of this work, County Staff will meet with the Project Team from CRA to initiate the project and prepare for the first public information session in June.

Financial and Resource Implications:

The total value of this work, \$237,652, falls under the allocated funds of \$300,000, as set in the 2014 Capital budget.

Relationship to Corporate Strategies:

In the short term, the Strategy recommended that the County initiate discussions with its current organics processor to determine capacity and potential to extend the existing contract, which expired on September 30, 2013. After discussion, and with the approval of Council, a five-year extension was approved with AIM Waste Management Inc. in late 2012.

In the longer term, the Strategy recommended development of a centralized composting facility within the County. Through the Strategy process, public input indicated support for processing within the County as well as for the addition of pet waste and diapers to the program. In regards to technology, aerated static pile, enclosed agitated bed, in-vessel, and anaerobic digestion were outlined to be suitable for the County's organics waste feedstock and processing capacity requirements. The Strategy recommended that a facility developed in the County be owned by the County with a design, build, operate arrangement with a qualified vendor.

Reference Documents:

Item CCW 14-025 Central Composting Facility Update – January 28, 2014
http://www.simcoe.ca/ws_cos/groups/public/@pub-cos-sta-com/documents/web_content/rsc412849.docx

Attachments:

There are no schedules attached to this Item.

Prepared By: Stephanie Mack, P.Eng. – Special Projects Supervisor

Approvals:

Rob McCullough, Director, Solid Waste Management
Debbie Korolnek, General Manager, Engineering, Planning and Environment
Trevor Wilcox, General Manager, Corporate Performance
Mark Aitken, Chief Administrative Officer

Date

May 8, 2014
May 8, 2014
May 16, 2014
May 16, 2014