

## Section I – Items for Authority Action

**TO:** Chair and Members of the Authority  
Meeting #5/18, Friday, June 22, 2018

**FROM:** Michael Tolensky, Chief Financial and Operating Officer

**RE:** **ALBION HILLS CONSERVATION AREA**  
Septic System Improvement Project – Rental House and Environmental Field Centre

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### KEY ISSUE

Award of Contract #10008029 for supply of all labour, equipment and materials necessary for septic system improvements for two septic systems at Albion Hills Conservation Area, in the Town of Caledon.

### RECOMMENDATION

**THAT Contract #10008029 for supply of all labour, equipment and materials necessary for septic system improvements for two septic systems at Albion Hills Conservation Area, in the Town of Caledon be awarded to Reg-Con Inc. at a total cost not to exceed \$98,880, plus HST, as they are the lowest bidder that best meets Toronto and Region Conservation Authority (TRCA) specifications;**

**THAT TRCA staff be authorized to approve additional expenditures to a maximum of 10% of the contract cost as a contingency allowance if deemed necessary;**

**THAT should staff be unable to execute an acceptable contract with the awarded contractor, staff be authorized to enter into and conclude contract negotiations with the other contractors that submitted tenders, beginning with the next lowest bidder meeting TRCA specifications;**

**AND FURTHER THAT authorized TRCA staff be directed to take any action necessary to implement the contract including obtaining any required approvals and the signing and execution of documents.**

### BACKGROUND

In order to be compliant with the *Environmental Protection Act*, Albion Hills Conservation Area (AHCA) underwent an Environmental Compliance Approval (ECA) process for all sewage systems located at AHCA in 2015. The ECA issued by the Ministry of the Environment and Climate Change (MOECC) included several specific conditions that TRCA must comply with within defined timelines. In part, the conditions specified that TRCA shall submit an application for an Amended ECA for approval of necessary upgrades to two existing sewage systems; which include a rental house and the Albion Hills Field Centre, to achieve compliance with current design standards.

## Item 8.6

The existing rental house septic tank is a two-compartment precast concrete tank with a capacity of approximately 3,600L, collecting wastewater from the house and discharging effluent via gravity to an effluent dosing pump chamber. The existing system contains one existing one-compartment precast concrete effluent dosing pump chamber, equipped with a high level audible/visual alarm system and one effluent submersible pump discharging to the existing subsurface disposal system as described below, furthermore the system contains an in-ground conventional type leaching bed consisting of eight, 15m long runs of perforated distribution piping.

The existing Albion Hills Field Centre has a two-compartment precast concrete tank with a capacity of approximately 13,500L, collecting wastewater from the Field Centre and discharging effluent via gravity to an effluent dosing pump chamber. The system contains one existing one-compartment precast concrete effluent dosing pump chamber with a total capacity of approximately 1,800L. The system is equipped with one effluent submersible pump discharging to the existing subsurface disposal system. Furthermore, the system contains an existing in-ground conventional type leaching bed consisting of approximately 366m of perforated distribution piping.

In 2017, TRCA retained Calder Engineering to submit an amendment to the ECA based on the aforementioned MOECC request. Based on the investigation by Calder Engineering and requirements for ECA approval, the rental house and Field Centre septic systems were determined to require upgrades in order to be compliant with current MOECC standards and regulations and to remain serviceable.

### RATIONALE

Tender #10008029 was publicly advertised on the electronic procurement website Biddingo ([www.biddingo.com](http://www.biddingo.com)) on May 3, 2018 with a site information meeting held on May 8, 2018. Tender packages were received by the following contractors:

- Berkim Construction Inc.;
- CSL Group Ltd.;
- Reg-Con Inc.; and
- Smith Excavating.

The Procurement Opening Committee opened the Tenders on May 24, 2018 with the following results:

BIDDERS	TOTAL TENDER AMOUNT (Plus HST)
Reg-Con Inc.	\$98,880
Berkim Construction Inc.	\$168,862
CSL Group	\$230,505

Smith Excavating declined to submit a bid after being unable to meet the project requirements.

TRCA staff reviewed the bid received from Reg-Con Inc. against its own cost estimate and has determined that the bid is of reasonable value and also meets the requirements as outlined in the contract documents. Further assessment by TRCA staff of Reg-Con Inc.'s experience and ability to undertake similar projects was conducted through reference checks, which confirmed that Reg-Con Inc. is capable of undertaking the scope of work.

## Item 8.6

Based on the bids received, staff recommend that Reg-Con Inc. be awarded Contract #10008029 for supply of all labour, equipment, and materials necessary for septic system improvements for two septic systems at Albion Hills Conservation Area, in the Town of Caledon for a total amount not to exceed \$98,880, plus a 10% contingency, plus HST, it being the lowest bid that meets TRCA specifications.

TRCA's assigned project manager will ensure that all works to be undertaken to carry out the septic improvements will be coordinated with the contractor and staff with responsibility for the management and operation of Albion Hills Conservation Area, the Albion Hills Field Centre and the rental home. This measure will help to minimize potential impacts and sustain normal operations, access, and program delivery during construction and commissioning.

### **FINANCIAL DETAILS**

Funds are available through the Region of Peel, within TRCA's Asset Management Implementation budget: account code 006-62.

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**Date: May 29, 2018**