



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Financial Services
Division: Purchasing
Report Number: 2021-10-Financial Services
Prepared By: Nicole Robertson, Supervisor
Meeting Date: February 8, 2021
Subject: RFP 20-P16 Operation and Preventative Maintenance
Program for Methane Gas Collection System and Leachate
Collection System

Purpose

To obtain costing for the Operation and Preventative Maintenance Program associated with the City's Landfill Site Methane Gas Collection and Leachate Collection Systems.

Recommendation

That RFP 20-P164 be awarded to Comcor Environmental Ltd. from Cambridge, Ontario, at the total bid price of \$469,487.88 (net cost to the Corporation - \$422,788.38) being the best bid meeting the specifications for a three-year period commencing on March 1, 2021 with the option to extend the contract up with two subsequent one-year terms.

Financial Implications

The Corporation has included \$142,500 in the 2021 Budget. The department will budget accordingly for subsequent years.

Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.



Background / Discussion

The Corporation invited Proposals from qualified proponents to provide for a three-year period to conduct the Operation and Preventative Maintenance (PM) Program associated with the City's Landfill Site Methane Gas Collection System (MGCS) and Leachate Collection System (LCS) according to the specifications, instructions and regulations as indicated within this document. The contract may be extended for two additional one-year terms.

Council approved the Terms of Reference for this Request for Proposal at its meeting of December 14, 2020.

The proposals were evaluated against the following Criteria:

- (1) Experience and Qualification of Proponent
- (2) Experience and Qualification of Personnel Assigned to the Project
- (3) Understanding of Objectives, Methodology and Work Plan
- (4) Cost

The following Requests for Proposals were received and opened by Purchasing Services and evaluated by the Selection Committee:

Comcor Environmental Limited, Cambridge, Ontario

Bid Price:	\$415,476.00
HST:	\$54,011.88
Total bid Price:	\$469,487.88

Document Title:	RFP 20-P16 Preventative Maintenance Program for Methane Gas Collection System - 2021-10-Financial Services.docx
Attachments:	
Final Approval Date:	Feb 4, 2021

This report and all of its attachments were approved and signed as outlined below:

Bill de Wit - Feb 2, 2021 - 2:04 PM

Tracey Bailey - Feb 3, 2021 - 7:02 PM

Maureen Adams - Feb 4, 2021 - 1:15 PM