

Minutes
Chatham-Kent Public Utilities Commission
Special Meeting

Council Lounge
Civic Centre

August 13th, 2018
4:00 PM

Present: Chairperson Randy Hope, Commissioners Bryon Fluker, Brock McGregor, David VanDamme, Jeff Wesley, Trevor Thompson, CAO Don Shropshire, General Manager Tim Sunderland, Area Manager (North/Central) Darren Galbraith, Area Manager (South/Central) Robin Dudley, Manager Compliance & Monitoring Lilly Snobelen, Facility and Systems Manager Rob Bernardi, Georgina Feys, HROD

Absent: Commissioner Leon Leclair

1. Call to Order

Chairperson Hope called the meeting to order at 4:00 pm.

2. Disclosure of Pecuniary Interest (Direct or Indirect) for Open Session Items and the General Nature There Of

- Commissioner Wesley disclosed a Pecuniary Interest regarding report 3 a), as he owns property in the subject area.

Commissioner Wesley left the meeting.

3. Reports

- a) Tender Award: Contract No. T18-244, Island View Road Watermain Extension, Community of Dover

Municipality Of Chatham-Kent
Infrastructure and Engineering Services
Public Utilities Commission

To: PUC Chairperson and Commissioners
From: Matthew Link, A.Sc.T., Engineering Technologist
Date: August 7, 2018
Subject: Tender Award: Contract T18-244, Island View Road Watermain Extension
Community of Dover

Recommendations

It is recommended that:

1. The tender in the amount of \$ 614,720 including HST for the Island View Road Watermain Extension be awarded to Clarke Construction Limited.
2. The total project cost of \$ 614,720 be funded through Part XII Charges of the Municipal Act, 2001, to be assessed upon completion of the project.

Background

The Chatham-Kent Public Utilities Commission (CKPUC) received a watermain extension petition for Island View Road, Seys Line, Snye Road and Base Line in October of 2017. The petition was approved by the CKPUC for construction in January of 2018.

The necessary by-laws under Part XII of the Municipal Act, 2001 were approved in January 2018.

The engineering, contract administration, and inspection on this project are being carried out by the B.M. Ross and Associates Limited.

Comments

The extension of the watermain will consist of 3,317 metres of 50 mm, 100 mm and 150 mm diameter watermain to be installed by open-cut method and horizontal directional drilling along Base Line, Snye Road, Seys Line and Island View Road. There will be 28 service connections installed.

B.M. Ross's most recent estimate for construction was for \$676,801.64 including contingency and HST.

The Purchasing Officer received and opened tenders for the work on Thursday, August 2, 2018. The results are as follows:

Contract T18-244
Island View Road Watermain Extension
Community of Dover

| Rank | Tenderer | Tender Amount incl. HST |
|------|---|-------------------------|
| 1 | Clarke Construction Inc. Blenheim, ON | \$614,720.00* |
| 2 | Delway Contractors Ltd. Chatham, ON | \$757,100.00 |
| 3 | JBL Construction (1644472 Ontario Limited) Brights Grove, ON | \$879,634.38 |
| 4 | Murray Mills Excavating & Trucking (Sarnia) Ltd. Sarnia, ON | \$1,051,968.59 |

* NOTE: The bid submitted had an arithmetic error.

B.M. Ross has reviewed all of the tenders and found them to be complete in all respects except for a mathematical error by Clarke Construction Inc. that did not change their total price submitted.

It is the recommendation herein that the contract be awarded to Clarke Construction Inc. who submitted the lowest tender bid, Appendix A.

Project construction should commence in September of 2018 and be substantially completed by the end of October 2018.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

- Economic Prosperity:
Chatham-Kent is an innovative and thriving community with a diversified economy
- A Healthy and Safe Community:
Chatham-Kent is a healthy and safe community with sustainable population growth
- People and Culture:
Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community
- Environmental Sustainability:
Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

- Financial Sustainability:
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance:
The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership
- Has the potential to support all areas of strategic focus & critical success factors
- Neutral issues (does not support negatively or positively)

Consultations

The Tenders were opened by the Purchasing Officer and reviewed by the Engineering and Transportation Division, Infrastructure and Engineering Services. The General Manager of the Chatham-Kent PUC was consulted in the preparation of this report and supports the recommendations.

Financial Implications

The project is being funded through Part XII Charges to be assessed upon project completion.

The project summary is set out in the following table.

Contract T18-244
Island View Road Watermain Extension
Community of Dover

| | Description | Total |
|---------------|-------------------------------|---------------------|
| Project Costs | Low Tender, with HST | \$614,720.00 |
| | Engineering & Admin, with HST | \$74,862.50 |
| | Less HST Rebate (11.24%) | \$(68,592.10) |
| | Approval Fees | \$1,200.00 |
| | Project Total | \$622,190.40 |

Prepared by:

Matthew Link, A.Sc.T.
Engineering Technologist
Engineering and Transportation

Reviewed by:

Chris Thibert, P.Eng.
Director
Engineering and Transportation

Reviewed by:

Tim Sunderland
General Manager

Moved by Commissioner McGregor and seconded by Commissioner Thompson;

“That the Chatham-Kent Public Utilities Commission (CK PUC)

- 1. Award the tender in the amount of \$614,720 including HST for the Island View Road Watermain Extension to Clarke Construction Limited.**
- 2. And that the total project cost of \$614,720 be funded through Part XII Charges of the Municipal Act, 2001, be assessed upon completion of the project.”**

Motion carried

b) Relocation of Sanitary Pump Station No. 5 – Class EA, Community of Chatham

Municipality of Chatham-Kent
Chatham-Kent Public Utilities Commission

To: PUC Chairperson and Commission Members
From: Rob Bernardi, P.Eng.
Facilities & Systems Manager
Date: August 8, 2018
Subject: Relocation of Sanitary Pump Station No.5 – Class EA
Community of Chatham

Recommendations

It is recommended that:

1. The Project File for the Relocation of Sanitary Sewage Pump Station No. 5 prepared by RC Spencer Associates Inc. as part of the Municipal Class Environmental Assessment (Class EA) process be approved.
2. The recommended design option and estimated capital cost of \$3,248,750.00 (including HST) for the Relocation of Sanitary Sewage Pump Station No.5 be approved.

Background

Sanitary Sewage Pump Station No. 5 located on Second Street (in front of Chatham-Kent Fire Services Station No. 1 and the Civic Center) in the Community of Chatham was originally constructed in 1963 and accepts all sanitary and combined flows from the downtown area of Chatham from Park Avenue north to the Thames River. The station consists of a wet well/dry well arrangement for two (2) pumps. The dry well was manufactured by Smith and Loveless as a packaged pump station system and is constructed of a steel metal 'can' structure with an access shaft and ladder which extends from the pump gallery to the ground surface (approx. 8 meters deep) where an access hatch is used to access the station.

The Chatham-Kent Public Utilities Commission (CK PUC) has identified longstanding operational issues associated with the continued operation of Pump Station No.5. Operational and safe internal access issues combined with the physical limitations of maintenance and safe operation immediately in front of Chatham-Kent Fire Services Station No.1 have proven challenging and costly for CK PUC.

CK PUC was granted funding under the Clean Water and Wastewater Fund (CCWF) to initiate the engineering design associated with the relocation of the pump station. At the regular Commission meeting on January 19, 2017, Commission, approved the selection of consultants for some of the CWWF projects. RC Spencer Associates Inc. (RC Spencer) were retained to design the new Sanitary Sewage Pump Station No. 5. The engineering costs are funded with 75% funding from the Federal and Provincial governments.

Comments

RC Spencer have completed the Municipal Class EA and Design Brief requirements for the Relocation of Pump Station No. 5 and have assembled the Project File. As per the requirements of the Class EA, the Project File was placed on public review for a 30-day review period from May 18, 2018 to June 18, 2018.

During the Class EA, RC Spencer evaluated alternative options for the relocation of Pump Station No.5. The preferred design recommended in the Project File relocates Pump Station No.5 to within the municipal parking lot at the northeast corner of the Second Street and King Street intersection. A map of the project area is shown in Appendix A.

Approval by Commission will allow the submission of an application to the Ministry of the Environment, Conservation and Parks (MOECP). It is anticipated that the MOECP approval will take several months.

Therefore, it is recommended that the Project File for the Relocation of Pump Station No. 5 prepared by RC Spencer Associates Inc. as part of the Municipal Class EA be approved and that the recommended design option and estimated capital cost of \$3,248,750.00 (including HST) be approved.

Consultations

RC Spencer Associates Inc. was retained to complete the Municipal Class Environmental Assessment (Class EA). Internal consultation took place with staff at CK PUC, Infrastructure and Engineering Services as well as Chatham-Kent Fire Services. CK Director Financial Services
Public consultation took place during the Class EA process.

Financial Implications

The total capital cost of the project is estimated at \$3,248,750.00 (including HST). The engineering fees of \$350,000 will be funded 75% through the CWWF program. The remaining engineering cost will be recovered through lifecycle. There would be no impact on the current year budget. A report will be brought back for commission approval for project cost and funding sources.

Prepared by:

Rob Bernardi, P.Eng.
Facilities & Systems Manager

Reviewed by:

Tim Sunderland
General Manager

Moved by Commissioner McGregor and seconded by Commissioner VanDamme;

“That the Chatham-Kent Public Utilities Commission (CK PUC)

- 1. Approve the Project File for the Relocation of Sanitary Sewage Pump Station No. 5 prepared by RC Spencer Associates Inc. as part of the Municipal Class Environmental Assessment (Class EA) process.**
- 2. Approve the recommended design option and estimated capital cost of \$3,248,750. (including HST) for the Relocation of Sanitary Sewage Pump Station No.5.”**

Motion carried

4. New Business

None

5. Resolution Special Meeting and Adjournment

That Chatham-Kent Public Utilities Commission adjourn, its next Regular Meeting to be held on **Thursday, September 20th, 2018** in the PUC Boardroom and that the PUC Commission authorize itself to meet in closed session on that day to discuss any matters permitted by the Municipal Act.

**Moved by Commissioner Wesley and seconded by Commissioner Thompson
“That the Special Meeting be adjourned at 4:10 pm, and Commission move into Closed
Session”**

Motion carried