

DATE: August 29, 2018**FILE:** 5360-30**TO:** Chair and Directors
Comox Valley Regional District
(Comox Strathcona Waste Management Board)**FROM:** Russell Dyson
Chief Administrative OfficerSupported by Russell Dyson
Chief Administrative Officer**R. Dyson****RE: CSWM Capital Project Update****Purpose**

To provide an update to the Comox Strathcona Waste Management Board (Board) on the status of the capital projects ongoing for the 2018 Financial Plan.

Recommendation from the Chief Administrative Officer:

For informational purposes only.

Executive Summary

With changes to the Comox Valley Regional District's (CVRD) Delegation of Purchasing Authority Bylaw and Procurement Policy, contracts exceeding \$100,000 are no longer required to be brought back for approval by the Board at the time of contract award unless specifically requested. Once the project is supported in accordance with the Board approved Financial Plan, all purchases greater than \$100,000 are approved by the Chief Administrative Officer and one other Executive Management Team member. Staff committed to bringing the Board updates through the year, and this report, provides the status of the capital project as of August 2018.

Two projects were identified for Board review prior to contract award: the regional composting facility and the Campbell River Waste Management Center (CRWMC) Surface Water Management project, which was brought to the Board in June for approval.

This report provides a brief update on the following capital projects identified in the Financial Plan:

1. Regional composting facility
2. Comox Valley Waste Management Center (CVWMC) drop-off bin wall improvements
3. CVWMC water supply
4. CRWMC storm water management improvements
5. CVWMC locker/lunchroom upgrades
6. CVWMC Phase 2 closure engineering
7. Heavy equipment
8. CVWMC new engineered landfill/leachate treatment facility
9. Cortes closure

Staff will provide another update in October, related to capital project status.

Prepared by:

Concurrence:

Concurrence:

*A. McGifford**M. Rutten*

 Gabriel Bau, P.Eng.,
 Manager of CSWM Projects

 Andrew McGifford, CPA, CGA,
 Senior Manager of CSWM
 Services

 Marc Rutten, P.Eng.,
 General Manager of Engineering
 Services
Stakeholder Distribution (Upon Agenda Publication)

CSWM Advisory Committee	✓
-------------------------	---

Background/Current Situation

Below is a summary of capital projects identified in the 2018 Financial Plan:

1. Regional Composting Facility

Meetings have occurred with member municipalities regarding commitment of feedstock material for the facility, and to discuss potential tipping fees for organics. Work is underway to negotiate an agreement with the City of Campbell River to site the facility at the Norm Wood Environmental Centre. Preliminary capital cost estimates have been brought to the Board for review.

Upcoming work includes finalizing the host site agreement for the compost facility with the City of Campbell River, finalizing the agreements with the participating municipalities, and preparing the procurement documents for the compost facility and transfer station.

2. CVWMC Drop-off Bin Wall Improvements

The project was scheduled for design and construction in 2018. Due to potential changes to the site layout, the design has been postponed

3. CVWMC Water Supply

Wells have been drilled onsite, and pumps and associated infrastructure are currently being installed. The wells will ensure the storage tanks onsite are always at maximum capacity for operational requirements and for fire protection purposes. Staff plan to bring a report summarizing the project variances from initial budget planned costs.

In conjunction with the new wells, a Fire Plan was developed for the CVWMC landfill (regulatory requirement) and reviewed by the Village of Cumberland Fire Department, CVRD Health and Safety Coordinator and CVWMC Joint Occupational Safety and Health Committee. The Fire Plan will be submitted shortly, once final review is completed.

4. CRWMC Storm Water Management Improvements

The project was brought to the Board in June 2018 for approval. The direct award was approved at this time to award the contract to Berry and Vale Contracting Ltd for the amount of \$428,000 plus applicable taxes. Work began in July 2018.

5. CVWMC Locker/Lunchroom Upgrades

A design has been completed and reviewed with staff and a development permit has been approved by the Village of Cumberland for the staffroom expansion. Based on the design, the procurement process is expected to take place over the summer and fall of this year.

6. CVWMC Phase 2 Closure Engineering

A contract has been signed with Tetra Tech for the phase 2 closure of the CVWMC as the historic landfill is expected to reach final capacity in late 2018. The tender for final closure of the historic landfill will be released in early 2019 for Spring/Summer construction.

7. Heavy Equipment

The CVWMC site received the Kubota all-terrain vehicle (site utility vehicle) and the CAT 903C2 (loader) which replaced the tool cat to support operations at the site. The remaining heavy equipment to be purchased includes the replacement of the Sterling gravel truck and the Freightliner roll-off truck.

8. CVWMC New Engineered Landfill/Leachate treatment facility

The new engineered landfill and leachate treatment facility have been completed and have been operating successfully. Final deficiencies are currently being completed for the leachate treatment facility and are expected to be finalized by August 31, 2018. The remaining expenditures are for the back-up power system, operational support and warranty services, holdbacks for deficiency items and development the Health and Safety Plan for the facility.

9. Cortes Closure

Staff visited the site and identified some improvements that still are required. The work is being planned, and will be finalized by the fall of 2018.

Financial Factors

As seen below in Table 1, is the 2018 financial budget for identified capital projects and the current expenditure status.

Table 1 - Capital Project 2018 Budget

	Capital Project	Budgeted Amount in 2018 Financial Plan (2018)	Current expenditures	Total expected expenditures
1	Regional composting facility	\$5,410,000	\$56,528	\$5,410,000
2	CVWMC drop-off bin wall improvements	455,000	0	Move to future FP
3	CVWMC water supply	475,000	10,509	50,000
4	CRWMC storm water management improvements	750,000	121,440	658,000
5	CVWMC locker/lunchroom upgrades	200,000	10,288	200,000
6	CVWMC phase 2 closure engineering	200,000	0	200,000
7	Heavy equipment	505,000	113,356	505,000
8	CVWMC new engineered landfill/Leachate treatment facility	1,620,108	428,750	900,000
9	Cortes closure	90,000	1,999	50,000