

**DATE:** May 25, 2018

**FILE:** 5360-20/CR

**TO:** Chair and Directors  
Comox Valley Regional District  
(Comox Strathcona Waste Management Board)

Supported by Russell Dyson  
Chief Administrative Officer

**FROM:** Russell Dyson  
Chief Administrative Officer

*R. Dyson*

**RE: CRWMC Surface Water Management**

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### **Purpose**

The purpose of this report is to request approval from the Comox Strathcona Waste Management (CSWM) Board, to direct award a contract to Berry and Vale Contracting Ltd. for the surface water management works at the Campbell River Waste Management centre (CRWMC).

### **Recommendation from the Chief Administrative Officer:**

THAT subject to a notice of intent to direct award being publically posted, a contract be awarded to Berry and Vale Contracting Ltd for the Campbell River Waste Management Center surface water management project for the amount of \$428,000 plus applicable taxes.

### **Executive Summary**

In 2017, GHD Limited (GHD) completed an updated Design, Operations, and Closure Plan (DOCP) for the CRWMC in order to meet the new Ministry of Environment & Climate Change Strategy (MoE) landfill criteria (2016). The DOCP is a regulatory requirement by the MoE and a component of the DOCP is that the CRWMC have a surface water management system in place.

A portion of the surface water project was completed by Berry and Vale Contracting Ltd in 2018. The work was completed in conjunction with daily landfill activities and included adjustments to existing slopes, construction of drainage ditches and a roadway. This work could not be separated from normal landfill operations, as it involved compaction of garbage on the slopes and the relocation of the waste. This work was undertaken through the force account rates within the operational contract with Berry and Vale Contracting Ltd and the cost of the completed work was \$122,000.

The scope of the surface water management project includes:

- Installation of cable concrete connected matting;
- Excavation of 40,000 m<sup>3</sup> of material for the surface water pond;
- Re-grading of roadway;
- Construction of a mid-slope swale;
- Construction of perimeter ditch;
- Installations of a series of culverts.

It is proposed that the CSWM service direct award a contract to Berry and Vale Contracting Ltd for the construction of the surface water management system. In doing so, there will be a savings of \$86,000 to the service, for the project. It is expected that phase one of the project will be completed by fall 2018.

The CRWMC surface water management project was a capital expenditure identified for Comox Valley Regional District (CVRD) Board approval and the budget for the project is \$750,000 in the adopted 2018 financial plan. The total estimate for the project, with work complete through force account rates, phase one and two, including the concrete matting and a 10 per cent contingency is \$658,000 plus applicable taxes. The matting will be purchased directly by the CVRD.

Prepared by:

Concurrence:

Concurrence:

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 Operations

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 General Manager of  
 Engineering Services

**Stakeholder Distribution (Upon Agenda Publication)**

Berry & Vale Contracting Ltd.	✓
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**Background/Current Situation**

GHD was retained in October 2016 to prepare a DOCP for the CRWMC in order to meet the new MoE landfill criteria (2016). The DOCP is a regulatory requirement within the landfill criteria per the MoE. The scope of work to be completed by Berry and Vale Contracting Ltd. is the surface water management portion of the DOCP. Berry and Vale Contracting have been operating the CRWMC since 1996 and are experienced contractors for this type of work.

A portion of the updated DOCP was completed by Berry and Vale Contracting Ltd. The work was completed in conjunction with daily landfill activities would have been difficult to separate from normal landfill operations as it involved compaction of garbage on the slopes and the relocation of the waste. In addition, the work needed to be completed in a timely fashion in order not interrupt daily landfilling operation as well as maximizing airspace.

The completed work includes the following:

- Adjustments to existing slopes
- Construction of drainage ditches and a roadway

The cost of the completed work was \$122,000.

The proposed contract with Berry and Vale Contracting would be to phase in the construction of the pond over a period of time. By phasing the construction of the surface water pond, there would be a savings of \$70,000. The surface water pond will be 60,000 m<sup>3</sup> in size when completed. Phase one of the project will consist of the excavation of 40,000 m<sup>3</sup> and the remaining excavation of the 20,000 m<sup>3</sup> of daily and intermediate cover material would be completed as part of the landfill operational agreement and there would no capital costs associated with this work. In addition, the CVRD would purchase the concrete matting directly, which will result in further saving of approximately \$16,000.

Phase one of the project consists of the following:

- Installation of cable concrete connected matting;
- Excavation of 40,000 m<sup>3</sup> of material for the surface water pond;
- Re-grading of roadway;

- Construction of a mid-slope swale;
- Construction of perimeter ditch;
- Installations of a series of culverts.

Phase one estimate, including a 10 per cent contingency is \$389,000.

Phase two of the project consists of the following:

- Excavation of the remaining 20,000 m<sup>3</sup> of the surface water pond;
- Finalize the slopes and the shape of the pond;
- Installation of final outlet structures.

Phase two estimate, including a 10 per cent contingency, is \$39,000.

The advantages of direct awarding the surface water management plan project to Berry And Vale Contracting Ltd are:

- Daily and intermediate cover material is moved from Block J to the active face as part of normal landfill operations;
- In comparison to recently competitively bid excavation projects, the units rates are lower;
- No mobilization and demobilization costs;
- Contractor continuity and efficiencies;
- Reduced consulting costs for preparing and supporting a tender process, including value saved in procurement staff time.

The total estimate for the project, including the concrete matting and a 10 per cent contingency is \$536,000 plus applicable taxes (refer to Table 1). The matting will be purchased directly by the CVRD.

### **Policy Analysis**

Bylaw No. 510, being the “Comox Valley Regional District Delegation of Purchasing Authority Bylaw No. 510, 2018” and the CVRD Board approved Procurement Policy requires that the CSWM Board approve all contracts identified for approval. The Procurement Policy also contains the provisions for direct award, in this instance there is a strong case for the cost effectiveness of maintaining or retaining an existing contractor for this specific task.

### **Options**

The Board has the following options to consider:

1. Direct award a contract to Berry and Vale Contracting Ltd for the CRWMC surface water management project for the amount of \$428,000 plus applicable taxes; or
2. Do not direct award the contract and seek alternate Board direction for the completion of this work.

Option two would potentially increase costs to project and delay the schedule of having the project completed before the fall of 2018, as such only option one is recommended.

### **Financial Factors**

The budget for the project is \$750,000 in the adopted 2018 financial plan. The total cost of project is estimated at \$658,000 plus applicable taxes.

<b>Table No.1: CRWMC Surface Water Management Project</b>	
<b>Item</b>	<b>Cost</b>
Work completed under force account rates	\$122,000
Phase 1 (includes a 10% contingency)	\$389,000
Phase 2 (includes a 10% contingency)	\$39,000
Concrete matting (includes a 10% contingency)	\$108,000
<b>Total Project cost (\$)</b>	<b>\$658,000</b>

### **Legal Factors**

Bylaw No. 510 references the Procurement Policy that states that the following circumstances for direct award procurement:

*Where a Public Competitive Process is impractical because of the need to obtain unique third party skills, there is a requirement for contractor continuity, **or** there is a strong case for the cost effectiveness of maintaining or retaining an existing contractor for a specific task;*

The Procurement Policy requires that for direct award contracts in excess of \$75,000, a notice of intent to direct award a contract be published on a public tendering site in advance of a contract being awarded.

### **Interdepartmental Involvement**

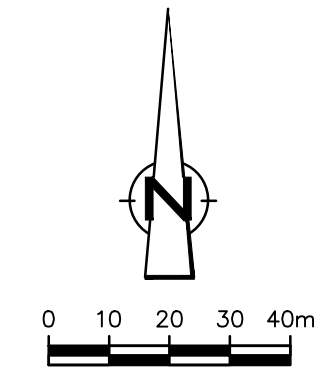
Engineering Services is leading this work with support from Financial Services, for the notice of direct award and contract documents.

Attachments: Appendix A – “C-02 drawing - Surface water works upgrades final conditions”





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**LEGEND:**

- STORMWATER MANAGEMENT POND (2m INTERVAL)
- STORMWATER MANAGEMENT POND (1m INTERVAL)
- EXISTING MAJOR CONTOUR (2m INTERVAL)
- EXISTING MINOR CONTOUR (1m INTERVAL)
- LEGAL BOUNDARY
- APPROXIMATE LIMIT OF WASTE
- DRAINAGE DITCH
- CHAIN LINK FENCE
- ELECTRIC FENCE
- TREELINE
- GRAVEL ROADWAY
- ASPHALT ROADWAY
- RIP RAP DITCH
- CONCRETE LINK MAT
- FLEXMAT
- CULVERT
- HEADWALL (Refer to MMCD Standard Detail Drawing S13)

**SOURCE:**

EXISTING TOPOGRAPHICAL SURVEY COMPLETED OCTOBER 20, 2016 BY MCELHANNY LAND SURVEYED LTD. NORTH-EAST TREELINE SURVEY, RECEIVED FROM BERRY & VALE CONTRACTING LTD NOVEMBER 30, 2017.

APPROXIMATE LIMIT OF WASTE PER MCELHANNY CONSULTING SERVICES LTD., DRAWING LIMIT OF EXISTING WASTE, DATED MAY 30, 2013.

Client  
**CAMPBELL RIVER WASTE MANAGEMENT CENTRE**  
 Project  
**SURFACE WATER MANAGEMENT WORKS**

No.	Issue	Drawn	Approved	Date
3	ISSUED FOR CLIENT REVIEW	T.W.	D.L.	01-11-2018
2	ISSUED FOR CLIENT REVIEW	T.W.	D.L.	11-10-2017
1	30% DESIGN SUBMISSION	T.W.	D.L.	09-20-2017

Drawn	T. WAGSTAFF	Designer	T. ELLIOTT
Drafting Check	K. DHALIWAL	Design Check	D. LIDDY
Project Manager	G. FERRARO	Date	Mar 5, 2018
This document shall not be used for construction unless signed and sealed for construction.		Scale	1:1250
Original Size	Bar is 20mm on original size drawing 0 20mm		

Project No. **56484-300**  
 Title  
**SURFACE WATER WORKS UPGRADES FINAL CONDITIONS**

Sheet No.  
**C-02**  
 Sheet 2 of 8

