



## REPORT

Report Date: February 11, 2020  
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Meeting Date: March 11, 2020  
[Submit comments to Council](#)

TO: Standing Committee on Policy and Strategic Priorities

FROM: General Manager of the Engineering Services Department and Chief Procurement Officer

SUBJECT: Contract Award for Consultant for Landfill Design and Contract Administration

### **RECOMMENDATION**

- A. THAT Council authorize City staff to negotiate to the satisfaction of the City's General Manager of the Engineering Services Department, City's Director of Legal Services, and the City's Chief Procurement Officer and enter into a contract with Sperling Hansen Associates Inc., for the supply of design and contract administration services for the Vancouver Landfill, for a term of five (5) years, with the option to extend for two (2) additional one (1) year terms, with an estimated contract value of \$2,181,284.30, plus applicable taxes over the initial five (5) year term, to be funded through from 2019-2022 approved Multi-Year Landfill Routine Gas Works Capital Program for 2020 spends. Spend beyond 2021 will be subject to the approval of the annual capital budget.
- B. THAT the Director of Legal Services, Chief Procurement Officer and General Manager of the Engineering Services Department be authorized to execute on behalf of the City the contract contemplated by Recommendation A.
- C. THAT no legal rights or obligations will be created by Council's adoption of Recommendations A and B above unless and until such contract is executed by the authorized signatories of the City as set out in these recommendations.

### **REPORT SUMMARY**

The City issued Request for Proposal No. PS20190020 Consulting Services for Landfill Design and Contract Administration on December 2, 2019. The RFP was advertised on the City of Vancouver website and BC Bid and the work was called in accordance with the terms and

condition of the City's Procurement Policy ADMIN-008. City staff on the RFP evaluation committee and, subsequently, Bid Committee, have considered the responses received, and on that basis, recommend that the City negotiate and if such negotiations are successful enter into a contract as describe above with Sperling Hansen Associates Inc.

### ***COUNCIL AUTHORITY/PREVIOUS DECISIONS***

The City's Procurement Policy ADMIN-008 requires that contracts with values over \$2 million must be approved by Council following review and recommendations by the Bid Committee. The Bid Committee has considered and recommended Sperling Hansen Associates Inc. as the successful proponent.

### ***CITY MANAGER'S COMMENTS***

The City Manager recommends approval of the foregoing.

### ***REPORT***

#### ***Background/Context***

The City owns and operates the Vancouver Landfill in Delta, BC. Agreements between Metro Vancouver, Delta, and Vancouver outline operating requirements and the Operational Certificate, issued by the Province of British Columbia, prescribes environmental requirements for the site.

Every year, gas and leachate works are needed as filling progresses at the Landfill to meet the Province's requirements. This RFP is for the ongoing engineering design and construction supervision of these works over a five year period with the possibility of two 1 year extensions. In addition to design of annual replacement of vertical gas wells, this work includes the design of leachate collectors and horizontal gas collectors in coordination with the Landfill fill plan in Phase 5 and replacement of an old section of the south gas header piping along the main road.

An ongoing consulting contract for this program allows flexibility for the filling plan to drive the design/construction schedule. In the past with one contract for each set of works, it was difficult to adjust design/construction windows resulting from changes in the filling plan due to the procurement/award timelines, budget availability, and design timeframes.

This RFP also allows for updates to the Landfill's Design and Operating Plans to create lift by lift filling plans for Phase 5 required for the above designs. Last, there are hours for periodic consulting, allowing for technical support as and when needed on operational issues relating to the gas collection system.

The purpose of the RFP was to identify suppliers with demonstrated capability to meet the City's estimated demand over the term of the contract at competitive pricing and satisfactory service requirements.

### ***Strategic Analysis***

The RFP was issued in the accordance with City's Procurement Policy ADMIN-008. The City received responses from:

- Sperling Hansen Associates Inc.
- Golder Associates Ltd.
- GHD
- AECOM

The responses were evaluated through the work of an evaluation team comprised of representatives from the Engineering Services Department under the stewardship of Supply Chain Management to ascertain if the responses offered good overall value to the City, both quantitative and qualitative factors were evaluated.

- Some of the criteria considered in the overall evaluation process included proponent overview;
- Proposed key personnel;
- Work plan and ability to meet schedule;
- Quality management plan;
- Value added services; and
- Sustainability.

### ***Financial***

Finance has reviewed and confirmed that funding is available from the 2019-2022 approved Multi-Year Landfill Routine Gas Works Capital Program for 2020 spend. Spend beyond 2021 will be subject to the approval of the annual capital budget. As a result of the RFP, the City is able to achieve cost certainty for the proposed term.

### ***Legal***

The City's Procurement Policy requires that all contracts that have been awarded by Bid Committee and Council will be signed by the Director of Legal Services.

### ***CONCLUSION***

In summary, City staff recommends that the City of Vancouver negotiate and enter into a five (5) year contract, with the option to extend the contract for an additional two (2) one (1) year terms, with Sperling Hansen Associates Inc., for consulting services for design and contract administration services for the Vancouver Landfill.

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