



Infrastructure Services Staff Report

Report Number: IS03-2023
Report Title: East Side Lands Sanitary Lift/Pump Station – Consultant Award
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Reviewed By: Jared Puppe, Director of Infrastructure Services
Final Review: Senior Management Team

Recommendation:

That the Council of the Township of Woolwich, considering Report IS03-2023 respecting the East Side Lands Sanitary Lift/Pump Station – Consultant Award:

1. Approve the contract for engineering services for the East Side Lands Sanitary Lift/Pump Station Project to Associated Engineering (Ont.) Ltd. at a total cost of \$448,268.06 after H.S.T. rebate;
2. Authorize staff to negotiate with land-owners for the purposes of facilitating land purchases for the preferred sanitary lift/pump station location, and authorize the Mayor and Clerk of the Township of Woolwich to sign any land purchase documents.

Background:

The Region of Waterloo's East Side Lands are coarsely defined by Highway #7 to the North, the Grand River to the West, Shantz Station Road / Speedsville Road to the East and Highway #8 / Highway #401 to the South. Located within the municipal boundaries of the Township of Woolwich, the City of Cambridge, and the City of Kitchener, these Lands are comprised of approximately 4,000 hectares (ha) that are favourably positioned for future employment development due to the proximity to the Region of Waterloo International Airport, Highway 401 and the Metrolinx Rail Corridor.

The East Side Lands have been planned as an area to accommodate future growth within the Region, dating from the 2003 Regional Growth Management Strategy and confirmed through the approval of the Regional Official Plan (ROP) in 2015, amended in

2022. Please be advised that the 2022 amendment is currently under Provincial review for approval. The Township also adopted Official Plan Amendment No. 25 (Breslau Settlement Plan, 2015) through Staff Report E66-2015, which provided specific planning policies for the Breslau Settlement Area, attached as Appendix A.

Sanitary capacity for the East Side Lands was first reviewed through the Region of Waterloo's 2007 Wastewater Treatment Master Plan as well as the 2014 East Side Lands Stage 1 Master Environmental Servicing Plan, which concluded that the ultimate servicing corridor for the East Side Lands would direct flows through Cambridge to the Kitchener Wastewater Treatment Plant (WWTP) via a gravity sewer system that will cross above the Grand River.

The Region of Waterloo initiated an Environmental Assessment in 2015 that was completed in 2017, and finalized in 2018, that was focused on the sanitary servicing for the East Side Lands. The purpose of this Study was to identify the preferred sanitary servicing strategy and conveyance alignment to allow sanitary flows generated by future development within the East Side Lands to be conveyed to the Kitchener WWTP under the ultimate scenario. The preferred sanitary alignment ultimately routed flows through the Pioneer Tower area and over the Grand River, south, to the Kitchener WWTP.

The City of Cambridge initiated an Environmental Assessment (EA) in 2016 that built upon the approved 2014 East Side Lands (Stage 1) Master Servicing Plan. The EA was undertaken to determine the preferred alignment for a new north-south collector road for the City's North Cambridge Business Park. As part of the study the final sanitary trunk sewer alignment through the business park as well as an interim sanitary solution for the Stage 1 East Side Lands area was determined until the ultimate servicing outlet to the Kitchener WWTP could be completed. The interim solution consisted of installing a temporary sanitary pumping station (Freeport SPS), which pumps sanitary flows into the gravity sewer located in Cambridge that ultimately drains to the Preston WWTP. Cambridge's business park EA was completed in 2017.

Subsequently, The Township of Woolwich completed a study that reviewed and discussed options for the sanitary trunk sewer that is proposed to traverse the Stage 1 East Side Lands. Two scenarios were reviewed, a deep gravity only sewer, and a shallower sewer with mechanical lift/pump stations. As a result of the study, the Township, in concert with the Region of Waterloo Airport, confirmed that the shallower concept with associated mechanical lift/pump stations was the preferred solution.

The Region of Waterloo, in concert with the Grand River Conservation Authority (GRCA), the Township of Woolwich and the City of Cambridge, completed a Master Environmental Servicing Plan (MESP) and Secondary Plan Study for the Stage 2 Lands within the East Side Area in 2018. The Master Plan determined the preferred servicing strategy for the Stage 2 East Side Lands, as well as the Broader East Side Lands as a whole.

The Environmental Assessment for a new sanitary lift/pump station is being proposed to determine the preferred location and preliminary design of the first sanitary lift/pump station located near the southern border of the Woolwich portion of the East Side Lands. The lift/pump station is planned to connect into the new Cambridge Stage 1 sanitary trunk sewer, which is proposed to terminate near Kossuth Road and Fountain Street.

A sanitary lift/pump station is required to allow for continued southern/eastern growth within the Stage 2 East Side Lands to support developments that have been allotted wastewater capacity for the Breslau area. Staff also understands that a major employer located within the Stage 2 East Side Lands will require the proposed sanitary lift/pump station to accommodate the expansion to their existing facilities. An expansion of the Region's terminal building will also require increased sanitary capacity as well as an appropriate outlet. The airport currently trucks all of their wastewater off site, which is not sustainable with the additional traffic the airport expects to see in the future. To support both developments, wastewater pipe will need to be installed beneath the east-west runway (#08-26) and an easement in the Township's favour granted.

An overview map, which includes the study area for the lift/pump station as well as the overall proposed catchment area for the proposed station, is included as Appendix B.

Comments:

Request for Proposal - Evaluation Process and Criteria

On February 10, 2023, the Township issued a "Request for Proposal for Engineering Services" (RFP) for the East Side Lands Sanitary Lift/Pump Station Project. Upon closing on March 7th, 2023, the following three (3) Engineering firms had submitted detailed proposals:

1. Associated Engineering (Ont.) Ltd.
2. GM BluePlan Engineering Limited
3. MTE Consultants Inc.

The proposals received were reviewed by a team consisting of the Township of Woolwich's Director of Infrastructure Services and Engineering Project Supervisor, as well as a Senior Engineer from the Region of Waterloo's Water Services Department.

The review team evaluated the proposal using the Township's evaluation model, which awarded points based on the following criteria and weighting:

Project Understanding – 30 points

The Engineering firms provided a detailed description of the methodology and project management approaches to be used for each of the services proposed.

Experience and References – 30 points

The Engineering firms provided 3 references, within the last 5 years of their company's relevant experiences as they pertain to the Township's requirements listed in section 2.0 Project Scope and Requirements of the RFP document.

Project Manager and Project Team – 30 points

The Engineering firms provided organizational charts and resumes of all project participants.

Proposal Cost – 10 points

The Township uses a two-phase system for the submission of proposals, which includes one separate submission for cost information which is opened and evaluated subsequent to completing the evaluation of the technical portions. The Engineering firms provided their hourly rates, estimate of expenses and a total upset price, including HST.

Based on the Township of Woolwich's Council approved evaluation model, the firm of Associated Engineering (Ont.) Ltd. achieved the highest overall evaluation.

Interdepartmental Impacts:

None.

Financial Impacts:

Capital Budget (2023)	\$ 300,000.00
Woolwich Share (50%)	\$ 150,000.00
Region of Waterloo Airport (50%) (Other Funding)	\$ 150,000.00

Environmental Assessment and Preliminary Design

Associated Engineering (Ont.) Ltd.	\$440,515.00
Plus H.S.T.	\$57,266.95
Sub total	\$497,781.95
Less H.S.T. rebate	\$49,513.89
Sub total	\$448,268.06
Total	\$448,268.06

\$448,268.06

Anticipated Costs

Legal Survey	\$5,000.00
Geotechnical Investigation	\$30,000.00
Consultation Requirements (Public Meeting Space/Indigenous Field Liaison and Report Review)	\$7,500.00
Woolwich Staff	\$15,000.00
Total	\$57,500.00

\$ 57,500.00

Grand Total

\$505,768.06

Capital Budget Deficit

(\$205,768.06)

Woolwich Share (50%)

(\$102,884.03)

Funding for the East Side Lands Sanitary Lift/Pump Station Project, as identified in the 2023 Capital Budget, is allocated through Development Charges (50%), and Other Funding (50%). The Region of Waterloo Airport is a funding partner for this project and is responsible for 50% of the overall project costs. The Region of Waterloo Airport has indicated that it has sufficient funds budgeted for this work. The cost proposal submitted by Associated Engineering (Ont.) Ltd. contained \$39,610.00 worth of provisional items, which Staff have included in the overall project costs listed above. The provisional items are related to potential additional studies required for the Environmental Assessment, which include a Stage 2 Archaeological Assessment, Cultural Heritage Evaluation, and possible Heritage Impact Assessment.

Associated Engineering (Ont.) Ltd. provided a schedule with their RFP submittal which has been consolidated into an overall basic work plan, which can be seen in Appendix C. A portion of the work planned for the overall project is slated to be completed in 2024. The total cost of the work anticipated to be performed in 2024 is approximately \$61,000, which reduces the total amount anticipated to be spent in 2023 to approximately \$444,000. Staff will include additional funding requirements/requests in the 2024 Capital Budget to complete this project. Since the Township's portion of the project is 100% funded by Development Charges (DC), any overage to the approved 2023 budget will be accommodated within existing DC reserves, and the actual amount spent at the completion of the project will be reconciled in future DC studies/amendments.

Prior to advancing any land purchases for the project, Staff will present the negotiated draft agreements to Council for their review and approval. Detailed design for the proposed station, tendering, construction oversight, and land acquisition will be included in future budget years.

Strategic Plan Impacts:

The East Side Lands Sanitary Lift/Pump Station Project in Breslau supports the Township of Woolwich's strategic direction to *"Be 'ahead of the curve' in planning for future growth and ensure infrastructure capacity is available before development proceeds."*, with a goal to *"Ensure Managed and Sustainable Community Growth and Development"*.

Conclusion:

Funding for this project was approved by Council through the 2023 Capital Budget.

Based on the review and evaluation process noted above, Staff recommends that the firm of Associated Engineering (Ont.) Ltd. be retained as the engineering firm for the East Side Lands Sanitary Lift/Pump Station Environmental Assessment Project.

Attachments:

Appendix A – E66-2015 – Breslau Settlement Plan Report

Appendix B – Study Area Map

Appendix C – 2023 – 2024 General Work Plan