

**REPORT TO CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE
MEETING OF WEDNESDAY, 27 JUNE 2007**

SUBJECT **SCIENTIFIC PROGRAMS ENVIRONMENTAL SAMPLES ANALYSES – AWARD OF CONTRACT 07-1583**

PURPOSE

To award the contract to perform chemical analyses on samples required for a number of environmental programs.

BACKGROUND

The Scientific Programs division carries out programs to monitor the environmental effects of wastewater treatment plants and outfalls and stormwater discharges. These programs are conducted as part of commitments under the Core Area and Saanich Peninsula Liquid Waste Management plans (LWMP) and agreements with municipalities and electoral areas.

To assess environmental effects, it is necessary to collect and analyse a variety of samples (marine and stormwater sediment, mussel tissue and biosolids). Sample analysis for numerous substances is carried out by private analytical laboratories.

It is important that the analysis of samples be as consistent as possible from year to year to ensure the accuracy of the results. To ensure this consistency, the laboratory carrying out the analyses should not change frequently. Therefore, a three-year contracting term is used for this service. This time period allows the Capital Regional District (CRD) to obtain a lower cost per sample due to the duration of the contract and the sample volumes.

The selection of an analytical laboratory followed the CRD Board's policy and procedure for engaging consultants/laboratories.

Request for Qualifications

A request for qualifications (RFQ) for laboratories to provide analytical services for marine and stormwater sediment, mussel tissue and biosolids samples was advertised in the Times Colonist and on the CRD website. Two companies submitted their qualifications. The submissions were evaluated by a team of three Scientific Programs division staff members. Both laboratories fulfilled the criteria outlined in the RFQ and were invited to submit a proposal.

Request for Proposals

A request for proposals (RFP) was sent to both companies. RFP submissions had to include two separate components: a technical proposal and a sealed envelope fee proposal. The same team of three staff members that evaluated the RFQ reviewed the proposals, following the procedures outlined in the RFP. The technical components were evaluated. One of the companies was disqualified as it did not meet one of the mandatory requirements and it did not obtain a passing mark (i.e., the difference in technical scores between the two laboratories was greater than 15%). The second company received a high passing score. Therefore, only the fee proposal from the high-scoring company, ALS Environmental Ltd. (ALS), was opened.

Costs

Consultants were requested to provide their costs on a cost per sample basis. This allows flexibility in the number of samples sent to the laboratory by the CRD. Table 1 outlines the final negotiated price per sample with ALS for the August 2007 to August 2010 sediment, tissue and biosolids analyses. The cost per sample will be kept the same throughout the three-year period of this contract. A cost breakdown is presented in Table 1.

The costs are similar to previous years. The 2006 costs per sample ranged from \$85 to \$1,130 compared to the 2007 to 2010 price per sample of \$95 to \$1,155. The comparison of the costs per sample quoted by this company to list prices of other companies showed that ALS costs are very competitive. The contract costs fit within the individual core budgets allocated for this work.

The total three-year cost is estimated to be \$245,190. The actual total cost will depend on the number of samples analysed.

Table 1. Sediment, Mussel Tissue and Biosolids Analytical Costs August 2007 to August 2010

Analytical Media	Marine Sediment		Mussel Tissue	Stormwater Sediment	Biosolids
Proposed Price per Sample ¹	\$878*	\$1,155**	\$608	\$247	\$95
Number of Estimated Samples 2007 to 2010	120	12	90	240	126
Estimated Total Cost ² 2007 to 2010	\$105,360	\$13,860	\$54,720	\$59,280	\$11,970

¹ Costs include Goods and Services tax

² Depending on the number of samples analysed

* Select suite of substances analysed at numerous stations around the outfalls

** Large suite of substances analysed at the outfall terminus and reference stations

ALTERNATIVES

1. That the contract be retendered.
2. That the Core Area Liquid Waste Management committee recommend to the Board that Contract 07-1583 for providing laboratory analytical services for marine and stormwater sediment, mussel tissue and biosolids samples for August 2007 to August 2010 be awarded to ALS Environmental Ltd. at a cost of \$95 to \$1,155 per sample (depending on the media analysed).

FINANCIAL IMPLICATIONS

The cost for chemical analysis of marine sediment, biological tissue, stormwater sediment and biosolids is estimated at \$245,190 over three years. This cost is included in the annual budgets for the northwest trunk and northeast trunk, the Saanich Peninsula wastewater treatment plant, Ganges sewer and Salt Spring Island septage, and the Stormwater Quality programs for the Core Area, the Saanich Peninsula, Southern Gulf Islands, Juan de Fuca Electoral Area and the District of Sooke.

SOCIAL IMPLICATIONS

None.

ENVIRONMENTAL IMPLICATIONS

The collection and analysis of Scientific Programs sediment, mussel tissue and biosolids samples will ensure that environmental effects related to the management of liquid wastes in the CRD are assessed.

SUMMARY/CONCLUSIONS

The Scientific Programs division carries out programs to monitor the effects of wastewater treatment plants and outfalls, and stormwater discharges. To assess environmental effects, it is necessary to collect and analyse a variety of samples. To ensure that sample analyses are consistent and to obtain a lower cost per sample, a three-year contracting term is used for this service. The selection of an analytical laboratory followed the CRD Board's policy and procedure for engaging consultants/laboratories. Through this competitive process, ALS Environmental Ltd. was selected. ALS is a qualified company with extensive experience in conducting laboratory analyses for sediment, mussel tissue and biosolids samples. The analytical work is required to assess environmental effects and meet commitments under the Core Area and Saanich Peninsula LWMPs and to fulfil agreements with municipalities and electoral areas.

RECOMMENDATION

That the Core Area Liquid Waste Management committee recommend to the Board that Contract 07-1583 for providing laboratory analytical services for marine and stormwater sediment, mussel tissue and biosolids samples for August 2007 to August 2010 be awarded to ALS Environmental at a cost of \$95 to \$1,155 per sample (depending on the media analysed).

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COMMENTS

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