



PEACE RIVER REGIONAL DISTRICT

Solid Waste Committee Revised Agenda

June 4, 2020, 10:00 a.m.

1981 Alaska Avenue, Dawson Creek, BC

Conference call: 1-877-385-4099 Participant Id: 3069112#

Committee Chair: Director Rose

Vice-Chair: Director Goodings

	Pages
1. Call to Order	
2. Directors' Notice of New Business	
3. Adoption of Agenda	
4. Adoption of Minutes	
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10.1 Terms of Reference

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11. Adjournment

**PEACE RIVER REGIONAL DISTRICT
Solid Waste Committee Meeting Minutes**

DATE: April 30, 2020

PLACE: Regional District offices, Dawson Creek, BC

PRESENT: Director Rose, Electoral Area 'E' – Committee Chair
Director Sperling, Electoral Area 'C' - ex officio
Director Goodings, Electoral Area 'B' – *(via teleconference)*
Director Bumstead, City of Dawson Creek – *(via teleconference)*
Director Zabinsky, City of Fort St. John – *(via teleconference)*

Staff

Shawn Dahlen, Chief Administrative Officer – *(via teleconference)*
Paulo Eichelberger, General Manager of Environmental Services
Gerritt Lacey, Solid Waste Manager
Loryn Day, Solid Waste Coordinator - *(via teleconference)*
Suzanne Garrett, Corporate Services Coordinator

1) Call to Order The meeting was called to order at 10:00 am

Directors Notice of New Business:

Director Rose Spring clean up
Director Bumstead UNBC update
Director Goodings Plan review

ADOPTION OF THE AGENDA:

MOVED by Director Bumstead, SECONDED by Director Sperling,
that the Solid Waste Committee agenda for the April 30, 2020 meeting, including additional items
for the agenda, be adopted as amended:

- 1. Call to Order**
- 2. Notice of New Business**
- 3. Adoption of the Agenda**
- 4. Adoption of the Minutes**
 - 4.1 Solid Waste Committee Meeting Minutes of April 2, 2020
- 5. Business Arising from the Minutes**
- 6. Delegation**
- 7. Correspondence**
- 8. Reports**
 - 8.1 April 30, 2020 - Paulo Eichelberger, GM Environmental Services – Contract Award – RFP 06-2020 – South Peace Rural Refuse Collection and Transfer Station Service.
 - 8.2 April 30, 2020 - Paulo Eichelberger, GM Environmental Services – Contract Award – RFP 07-2020 – North Peace Rural Refuse Collection and Transfer Station Service.
 - 8.3 April 27, 2020 – Paulo Eichelberger, GM Environmental Services – Landfill-Transfer Station Software update purchase.
- 9. New Business**
 - 9.1 Spring Clean up
 - 9.2 UNBC Update
 - 9.3 Regional Solid Waste Management Review
 - 9.4 Mobile surveillance
- 10. Items for Information**
 - 10.1 Solid Waste Committee Terms of Reference
- 11. Adjournment**

CARRIED.

MINUTES:

4.1 SWC Mtg Min. of Apr 2, 2020 MOVED by Director Goodings, SECONDED by Director Bumstead,
That the Solid Waste Committee Meeting Minutes of April 2, 2020 be adopted.

CARRIED.

REPORTS:

8.1 re: Contract Award – South Peace waste hauling

It was noted that previous contracts for waste haulage were based on an hourly rate for the work completed. The previous contract costs ranged between \$322,217 and \$340,765 annually. Given the contracted rate, this varied by +/- 55 hours per year (approximately 1 hour per week). While this provided a stable cost year to year, monthly costs varied. This variation made it difficult to establish trends for the hours spent on scheduled pickup versus bulky material clean up and time spent at each site.

The new contracts for the South and North Peace, are based on fixed rate tipping fees for the scheduled waste hauls, and an hourly charge rate for any cleanup of illegally dumped materials. This provides a fixed baseline cost for providing the intended service, while the hourly rate costs indicate sites that are being abused beyond their intended use. With the fixed rate tipping fees implemented through the new contract, the fixed baseline for waste hauling and site cleanup will be \$248,176 annually.

In response to an inquiry the Committee was advised that staff continue to work on contract cost savings, collaborating with other jurisdictions for integration, i.e. use same contractor, to realize contract efficiencies and savings.

MOVED by Director Bumstead, SECONDED by Director Zabinsky,
That the Solid Waste Committee recommends that the Regional Board award RFP 06-2020, "South Peace Rural Refuse Collection and Transfer Station Service", for waste hauling services to Green for Life Environmental (GFL) for a two (2) year term; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

8.2 re: Contract Award – North Peace waste hauling

It was noted that previous contracts for the North Peace waste haulage were based on an hourly rate for the work completed. The previous contract costs ranged between \$91,442 and \$101,084 annually. Given the contracted rate, this varied by +/- 30 hours per year (approximately 1/2 hour per week). While this provided a stable budget year to year, monthly costs fluctuated which made it difficult to establish trends for the hours spent on scheduled pickup versus bulky material clean up and time spent at each site. Additionally, there was a second contract that serviced unmanned sites in the North Peace. The second contract included the supply of 3 - 6 yard bins at the Upper Cache site on a monthly rental, as well as tipping the bins once a week. With the fixed rate tipping fees implemented through the new contract as well as the addition of the Upper Cache site, the fixed baseline for waste hauling and site cleanup will be \$146,136 annually.

MOVED by Director Bumstead, SECONDED by Director Zabinsky,
That the Solid Waste Committee recommends that the Regional Board award RFP 07-2020, "North Peace Rural Refuse Collection and Transfer Station Service", for waste hauling services to Green for Life Environmental (GFL) for a two (2) year term; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

8.3 re: software upgrade purchase The Regional District utilizes waste transaction software, known as Compuweigh Version 5.0. The software tracks different incoming waste materials as well as financial transactions. The software is beyond the end of its useful life and will no longer be supported in 2021.

MOVED by Director Zabinsky, SECONDED by Director Bumstead,
That the Solid Waste Committee recommends that the Regional Board authorize the purchase of landfill-transfer station software upgrade, known as "Compuweigh Version 6.0", for a one-time cost of \$232,276, excluding GST; further, that the Chair and Chief Administrative Officer be authorized to sign the purchase agreement on behalf of the PRRD.

CARRIED.

MOVED by Director Bumstead, SECONDED by Director Sperling,
That the Solid Waste Committee recommends to the Regional Board that a report outlining Information Technology (IT) cost allocations to the solid waste management function, including capital costs, be prepared for consideration by the Solid Waste Committee.

CARRIED.

NEW BUSINESS:

9.1 Spring Cleanup It was confirmed that Spring Clean Up campaign will proceed as scheduled from June 1 to 14, maintaining social distancing expectations to meet requirements of Provincial guidelines. Contractors are ensuring they meet orders issued by the Province. It was suggested that additional signage be undertaken.

9.2 UNBC update Committee members were advised that an update will be forthcoming on the University of Northern BC – Science Department research paper on global leading best practices for solid waste management, focusing on finding cost effective options to sustainably manage solid waste in the Regional District.

9.3 RSWMP Review To date the following components of the Regional Solid Waste Management Plan (RSWMP) have been reviewed by the Public and Technical Advisory Committee (PTAC) and the Regional Board, sitting as the Committee of the Whole:

November 2019	Current waste management system and gap analysis
January 2020	Waste Diversion
February 2020	Energy Recovery/residual management
March 2020	Other waste management services/system financing
April 2020	Preferred options to include in RSWMP

Next step is the Summary – Options for solid waste services and system financing for review by PTAC and COW. Public consultation will take place soon after.

Concerns expressed:

- Check boxes exercise better option, to encourage input from the Board. PTAC heavily weighted with municipal representatives.
- Curbside collection in rural areas, we all share costs, is it a reasonable idea?
- Plan needs to be flexible to enable the Regional District to adapt to new ideas/concepts

9.4 Mobile surveillance Discussion ensued with respect to time spent on hourly rates for cleanup of the PL6 unmanned stations. It was felt sites should be monitored for safety and diligence of operations. Is there an opportunity for mobile surveillance, taking into account hydro or WiFi is not available at these sites.

MOVED by Director Bumstead, SECONDED by Director Zabinsky,
That the Solid Waste Committee recommends to the Regional Board that a report outlining options and costs for mobile surveillance at unmanned PL6 transfer stations absent Wi-Fi and hydro availability, for consideration by the Solid Waste Committee.

CARRIED.

Committee Report MOVED by Director Zabinsky, SECONDED by Director Bumstead,
That the recommendations from the Solid Waste Committee meeting of April 30, 2020 be
recommended to the Regional Board for approval.

CARRIED.

The Chair adjourned the meeting at 11:05 a.m.

Director Rose,
Chair – Solid Waste Committee

Suzanne Garrett,
Corporate Services Coordinator

Draft



REPORT

To: Solid Waste Committee

Report Number: ENV-SWC-007

From: Paulo Eichelberger, GM of Environmental Services

Date: June 4, 2020

Subject: RFQ Award 22-2020 Decommissioning of Bulky Pits at PRRD Transfer Station Sites Phase 1

RECOMMENDATION:

That the Solid Waste Committee recommend that the Regional Board award RFQ 22-2020 “Decommissioning of Bulky Pits at PRRD Transfer Station Sites Phase 1” for construction of ramps and lock block retaining wall for installation of 40 Yard bulky material bins and completion of associated site works to Chapman Industries Ltd. at a cost of \$335,797.06 (excluding GST); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

BACKGROUND/RATIONALE:

Currently, three of seven tier 1 transfer sites utilize “bulky pits” for handling inert bulky waste¹ these sites are Cecil Lake, Kelly Lake, and Rose Prairie.

In fall of 2018, a Ministry of Environment and Climate Change Strategy (MOECCS) representative visited the sites and inquired about the operation of the pits. It was noted that if the PRRD would like to continue with the use of these pits, that a more prominent separation between where the water gathers and where the waste is deposited would need to be established. Additionally, the bulky pits are not specifically noted in the permit of each site: as a result, the permits would have to be amended in order to continue using the pits.

It was determined in January of 2019 that the pits would be decommissioned and capped, and that an alternative method be implemented for managing the inert bulky waste. To align with the remaining tier 1 transfer sites, tipping rails and 40 yard bins will be utilized as the alternative method.

The construction of the project has been split into two phases:

- Phase 1 (2020) consists of the construction of the new ramps and tipping rails that will allow residents to place their waste into either a wood, or bulky bin. This allows time to transition from use of the bulky waste pits.
- Phase 2 (2021) Decommissioning/Closing of Bulky Pits. Additional work with MOECCS is required through 2020 to complete this process.

¹ Inert waste refers to items that have little ability to create leachate. At this time only wood waste and bulky items such as mattresses, couches, etc. are stored in the pits.

Staff placed a Request for Quotation (RFQ) for the Phase 1 works and received six bids, the results are provided in the table below:

	Chapman Industries Ltd.	Northern Legendary Construction	Knappett Industries	DBA HAAD Homes	DFA Contracting Ltd.	ACL Construction
Mandatory Requirements						
Form Of Tender	✓	✓	✓	✓	✓	X
Appendix 2-6	✓	✓	✓	✓	✓	✓
Pricing (Appendix C)	✓	✓	✓	✓	✓	✓
Bid Bond	✓	✓	✓	✓	X	X
Scoring Matrix Results						
Total Score	78.67	71.00	78.06	59.77	0.00	0.00
PROPOSAL COST (Excluding GST)	\$335,797.06	\$457,909.21	\$478,626.75	\$436,479.87	N/A	N/A

Through the evaluation, Chapman Industries was the lowest cost provider with the highest score and is therefore the recommended proponent for the Bulky Pit Ramp project.

ALTERNATIVE OPTIONS:

1. That the Solid Waste Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- Responsive Service Delivery

FINANCIAL CONSIDERATION(S):

Through the 2020 budget process, \$470,000 was budgeted for the decommissioning of the bulky pits.

The recommended proponent came in \$134,203 under budget.

A table summarizing the status and cost of the 2020 Capital projects (excluding carry forward projects) is provided below:

2020 Project	Budgeted	Actual Bid Price	Budgeted vs Actual	Status
Transfer Station Software Upgrade (CW6)	\$230,000	\$232,000	-\$2,000	Approved
BBLF 3B Construction, 1B Closure	\$2,836,722	\$2,961,628.05	-\$124,906.05	SWC for Approval
NPRLF LFG Phase 2 Stage 2 Construction	\$220,000	\$268,998.50	-\$48,998.50	
Bulky Pit Ramps	\$470,000	\$335,797.06	\$134,202.94	June 4, 2020
Recycling Sheds	\$184,500	\$115,200	\$69,300	
Total	\$3,941,222	\$3,913,624.55	\$27,597.45	
CHLF Scale Design, Tender, QA/QC	\$250,000	TBD	TBD	RFP Closes June 12 th

If all four projects are approved, the total balance for the capital works in 2020 remains \$27,597 under budget in the capital budget general ledger line.

The addition of two 40-yard bins to manage the wood and bulky waste will increase the operational costs for each site by the following:

- Bin Rentals will add \$7,000 annually.
- Bin Tipping is estimated to add 4 tips annually. The associated cost is \$2,000

COMMUNICATIONS CONSIDERATION(S):

Posters will be provided to the sites outlining the timing of the project.

OTHER CONSIDERATION(S):

N/A



REPORT

To: Solid Waste Committee

Report Number: ENV-SWC-006

From: Paulo Eichelberger, GM of Environmental Services

Date: June 4, 2020

Subject: RFQ Award 23-2020 Recycling Sheds

RECOMMENDATION:

That the Solid Waste Committee recommends that the Regional Board award RFQ 23-2020 “Recycling Sheds” for the supply of 19 – 14’ x 32’ x 9’ sheds to rural transfer stations in the region to Northern Portables at a cost of \$115,200.00 (excluding GST); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

BACKGROUND/RATIONALE:

In November of 2019, the Solid Waste Committee (SWC) received a report regarding operational changes to the Recycle BC (RBC) program in the Peace River Regional District (PRRD). The major change was moving from a collection system that previously utilized a combined roll off bins and mega bags to a strictly mega bag system. The report also proposed an opportunity to invest in 14’x32’ storage sheds at the transfer station sites. It was determined that having nine buildings for the designated depot sites was preferred, leaving the three satellite depot sites as is to reduce budgeted infrastructure costs.

These sheds will provide a singular collection point for all 7 streams of recyclables collected, as well as, provide a weather-proof storage location of up to 18 full mega bags.

Staff put out a Request for Quotation (RfQ) to secure the best pricing for nine 14’x32’ sheds that will be used to house the 7 streams of recyclables collected at Tier 1 and Tier 2 transfer stations. 9 bids were received and the results are as follows:

	Northern Portables	Ascension Builders Ltd.	2015 KB Construction Ltd.	West Sixth Construction Inc.	505217 BC Ltd. (Tom's Construction)	Northern Legendary Construction Ltd.	1050311 BC Ltd (HAAB Homes construction)	Kalmar Construction Ltd.	WL Construction Ltd.
Mandatory Requirements									
Form Of Tender	✓	✓	✓	✓	✓	✓	✓	✓	✓
Pricing (Appendix C)	✓	✓	✓	✓	✓	✓	✓	✓	✓
Scoring Matrix Results									
Total Score	69.00	67.00	59.67	62.33	59.00	56.67	57.33	53.33	40.33
PROPOSAL COST (Excluding GST)	\$115,200.00	\$128,500.00	\$138,500.00	\$169,094.09	\$180,216.00	\$192,410.00	\$196,767.00	\$208,760.00	\$283,290.00

Through the evaluation process, Northern Portables is the preferred proponent as they were the lowest cost provider with the highest score.

ALTERNATIVE OPTIONS:

1. That the Solid Waste Committee recommend that the Regional Board awards RFQ 23-2020 “Recycling Sheds” to Northern Portables at a cost of \$115,200.00 (excl. GST) and negotiate an additional purchase of 3 more buildings to be sited at satellite depots.
2. That the Solid Waste Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- Responsive Service Delivery

FINANCIAL CONSIDERATION(S):

Through the 2020 budget process \$184,500 was budgeted for the project.

The recommended proponents’ bid came in \$69,300 under budget.

A table summarizing the status and cost of the 2020 Capital projects (excluding carry forward projects) is provided below:

2020 Project	Budgeted	Actual Bid Price	Budgeted vs Actual	Status
Transfer Station Software Upgrade (CW6)	\$230,000	\$232,000	-\$2,000	Approved
BBLF 3B Construction, 1B Closure	\$2,836,722	\$2,961,628.05	-\$124,906.05	SWC for Approval June 4, 2020
NPRLF LFG Phase 2 Stage 2 Construction	\$220,000	\$268,998.50	-\$48,998.50	
Bulky Pit Ramps	\$470,000	\$335,797.06	\$134,202.94	
Recycling Sheds	\$184,500	\$115,200	\$69,300	
Total	\$3,941,222	\$3,913,624.55	\$27,597.45	
CHLF Scale Design, Tender, QA/QC	\$250,000	TBD	TBD	RFP Closes June 12 th

If all four projects are approved, the total balance for the capital works in 2020 remains \$27,597 under the capital budget general ledger line.

COMMUNICATIONS CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A



REPORT

To: Solid Waste Committee

Report Number: ENV-SWC-005

From: Paulo Eichelberger, GM of Environmental Services

Date: June 4, 2020

Subject: Award 27-2020 Bessborough Landfill Leachate and Landfill Works

RECOMMENDATION:

That the Solid Waste Committee recommends that the Regional Board award RFP 27-2020 “Bessborough Landfill: Leachate Pond, Phase 1B Closure and Phase 3B Expansion” for construction of a leachate pond and associated works; Phase 1A closure including final cover, passive gas vents, and perimeter ditches; Phase 3B expansion including leachate collection system, berms; extensions of existing access roads and associated ditches and culverts to OCL Industrial Services Ltd. at a price of \$2,961,628.05 excluding taxes; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

BACKGROUND/RATIONALE:

As Phase 1 of the Bessborough landfill started to approach its design capacity, plans for the construction of Phase 3 began. Phase 3 will provide storage for 199,500m³ of material and is estimated to provide 5.88 years of landfilling.

In 2018 staff placed a tender for the construction of phase 3 however, due to the pricing received, it was determined that the project would be split into two parts.

1. Phase 3A Construction & Phase 1A Cover & Phase 2 Cover
2. Phase 3B Construction & Phase 1B Cover

Phase 3A construction and Phase 1A & 2 closure was tendered and constructed in 2019, leaving Phase 3B Construction & Phase 1B Cover to be completed in 2020.

Additionally in 2018, a Leachate Management Plan was developed for the Bessborough Landfill (BBLF). The plan provided methods for collection, treatment, and disposal for leachate generated on the site. From the plan, it was determined that a single collection pond would be utilized for the site. The pond would be fed by a force main that is comprised of submersible pumps in leachate collection pipes of each phase. The capacity of the pond was designed for the completed landfill up to Phase 11. Leachate in the pond will be treated through evaporation, which will be mechanically assisted using an evaporator cannon.

The leachate management system was slated for construction in 2020. With the initial timelines this would have given the site a year between capital projects. However, due to the construction of Phase 3 being both delayed and split, the construction season for 2020 would have potentially seen 2 capital projects at the site.

With concerns of the short construction season in the Peace River Regional District (PRRD), it was decided to combine the Phase 3B construction with the leachate management works instead of

putting off the leachate works to 2021. By combining the projects in the same year under the same contract a reduction in constructions was anticipated. As the consulting engineer for the design and QA/QC was the same for both projects.

Staff issued a tender to secure the best pricing from the market. Six bids were received, the results are as follows:

	Dave Moore Trucking	Road Bridge Services Ltd.	OCL Industrial Services Ltd.	IDL Projects Inc.	Knappett Industires	Brocor Construction Ltd.
Mandatory Requirements						
Form of Bid (IB-1)	X	X	✓	✓	✓	✓
Addenda Acknowledgement (IB-4)	X	X	✓	✓	✓	✓
Agreement to Bond (IB-6)	✓	✓	✓	✓	✓	X
Bid Bond	✓	✓	✓	✓	✓	X
Schedule of Prices	✓	✓	✓	✓	✓	✓
Tender Pricing						
TOTAL COST INCLUDING PROVISIONAL ITEMS (Excluding GST)	\$2,252,919.92	\$2,638,151.53	\$2,961,628.05	\$3,114,014.22	\$3,264,908.00	\$4,035,415.64

Of the six bids received, two bids (Dave Moore Trucking and Road Bridge Services Ltd.) did not meet the mandatory requirements as laid out in the tender documents and therefore were disqualified from evaluation. Of the remaining four qualified bids, OCL Industries was the lowest cost provider that met all tender requirements and is thus the preferred proponent to complete the Bessborough project.

ALTERNATIVE OPTIONS:

1. That the Solid Waste Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- Responsive Service Delivery

FINANCIAL CONSIDERATION(S):

Through the 2020 budget process, \$2,836,722 was allocated for this work.

The recommended bid is \$124,906.05 over budget. This total includes an allocation of \$83,381.42 for provisional items in the contract, if the provisional items are not needed, the total would be \$2,878,246.63 which is still over budget by \$41,524.

The additional costs to the project can be accommodated in the total 2020 capital budget general ledger line. A table summarizing the status and cost of the 2020 Capital projects (excluding carry forward projects) is provided below:

2020 Project	Budgeted	Actual Bid Price	Budgeted vs Actual	Status
Transfer Station Software Upgrade (CW6)	\$230,000	\$232,000	-\$2,000	Approved
BBLF 3B Construction, 1B Closure	\$2,836,722	\$2,961,628.05	-\$124,906.05	SWC for Approval June 4, 2020
NPRLF LFG Phase 2 Stage 2 Construction	\$220,000	\$268,998.50	-\$48,998.50	
Bulky Pit Ramps	\$470,000	\$335,797.06	\$134,202.94	
Recycling Sheds	\$184,500	\$115,200	\$69,300	
Total	\$3,941,222	\$3,913,624.55	\$27,597.45	
CHLF Scale Design, Tender, QA/QC	\$250,000	TBD	TBD	RFP Closes June 12 th

If all four projects are approved, the total balance for the capital works in 2020 remains \$27,597 under budget when utilizing the capital budget general ledger line.

COMMUNICATIONS CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A



REPORT

To: Solid Waste Committee

Report Number: ENV-SWC-009

From: Paulo Eichelberger, GM of Environmental Services

Date: June 4, 2020

Subject: North Peace Landfill Gas Expansion Phase 2 Stage 2 Award

RECOMMENDATION:

That the Solid Waste Committee recommend that the Regional Board award RFP 12-2020, “North Peace Regional Landfill 2020 LFG Stage 2 Phase 2” to Knappett Industries Ltd. for construction of the landfill gas expansion Stage 2, for \$268,998.50 (excluding GST); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

BACKGROUND/RATIONALE:

The North Peace Regional Landfill contains a Landfill Gas Collection and Control System (GCCS) which mitigates the impacts of landfill gas generated from breakdown of the garbage mass in the landfill by incineration/reuse of methane¹. Under the Landfill Gas Regulation, a site needs to maximize the amount of methane captured as per its design plan via placement of piping into the waste at various stages of landfill development². Expansion of the field adds to the capacity of methane gas capture which will benefit the total volume available for potential reuse/flaring.

The site has 4 stages in which this construction takes place. A Request for Proposal to expand the next stage (Stage 2³) of the landfill gas field was issued on Mar 30, 2020 and closed May 15, 2020. Four companies submitted bids and were evaluated as listed below:

	Good to Go Oilfield Services Ltd	OCL Industrial Services Ltd.	S Young Enterprises Ltd.	Knappett Industries
Mandatory Requirements				
Form of Agreement	✓	✓	✓	✓
Pricing	✓	✓	✓	✓
Agreement to Bond - 50% Performance Bond - 50% Payment Bond	✓	✓	✗	✓
Tender Price				
PROPOSAL COST (Excluding GST)	\$408,869.00	\$315,840.30	\$119,835.00	\$268,998.50

¹ Phase 2 Stage 1 was completed in 2018 and Phase 2 Stage 2 is scheduled for 2020.

² Design Plan of a GCCS is required for sites containing more than 100,000 tonnes of waste and generates more than 1000 tonnes of methane (BC MOECCS Landfill Gas Management Regulation Sec. 7). The facilities are then built in accordance with the design plan or in this case, the PRRD Landfill Gas Master Plan.

³ Stage 2 involves installation of 3 vertical pipes and one valve chamber to add to the collection network and increase methane capture.

Working with the engineering consultant, GHD, the proponents were evaluated for completeness and compliance with the specified requirements of the project. Of the four bids received, one bid (S Young Enterprises Ltd.) failed to meet all mandatory requirements outlined in the tender documents.

The remaining three bids met all mandatory tender requirements: through the evaluation, Knappett Industries submitted the best proposal, based on mandatory requirements, related experience, and good references. Although they are the second lowest cost provider overall, Knappett Industries is the recommended bidder for the Landfill Gas Expansion Stage 2 Phase 2 award.

ALTERNATIVE OPTIONS:

1. That the Solid Waste Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Through the 2020 budget process \$220,000 was budgeted for the expansion work at NPRL.

While the recommended proponent is \$48,000 over the budgeted estimate, the cost of the work can be accommodated in the total 2020 capital budget general ledger line. A table summarizing the status and cost of the 2020 Capital projects (excluding carry forward projects) is provided below:

2020 Project	Budgeted	Actual Bid Price	Budgeted vs Actual	Status
Transfer Station Software Upgrade (CW6)	\$230,000	\$232,000	-\$2,000	Approved
BBLF 3B Construction, 1B Closure	\$2,836,722	\$2,961,628.05	-\$124,906.05	SWC for Approval
NPRLF LFG Phase 2 Stage 2 Construction	\$220,000	\$268,998.50	-\$48,998.50	
Bulky Pit Ramps	\$470,000	\$335,797.06	\$134,202.94	June 4, 2020
Recycling Sheds	\$184,500	\$115,200	\$69,300	
Total	\$3,941,222	\$3,913,624.55	\$27,597.45	
CHLF Scale Design, Tender, QA/QC	\$250,000	TBD	TBD	RFP Closes June 12 th

If all four projects are approved, the total balance for the capital works in 2020 remains \$27,597 under budget in the capital budget general ledger line.

COMMUNICATIONS CONSIDERATION(S):

None identified.

OTHER CONSIDERATION(S):

The PRRD has an agreement with the gas utility, Pacific Northern Gas Ltd., to develop a feasibly re-use project to divert the collected landfill gas for re-use as part of their provincial mandate to include a portion of renewable gas into their product stream.



REPORT

To: Solid Waste Committee

Report Number: ENV-SWC-008

From: Paulo Eichelberger, GM of Environmental Services

Date: June 4, 2020

Subject: NPRLF Bio-Sul Production Agreement

RECOMMENDATION:

That the Solid Waste Committee recommends that the Regional Board enter into an agreement with Green for Life Environmental Ltd. (GFL) for production of Bio-Sul material at the North Peace Regional Landfill for a 1 year term, commencing August 1, 2020; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

BACKGROUND/RATIONALE:

Bio-Sul is a material that is created by blending finished compost with elemental Sulphur. It is used as a nutrient treatment in the agricultural industry, particularly in Saskatchewan.

On August 18, 2018 the composting division of Green for Life (GFL) began the Soil Amendment production of Bio-Sul on the composting pad at the North Peace Regional Landfill (NPRLF). At this time, GFL brings truckloads of compost to the NPRLF from other composting sites they operate in Alberta. The material is stockpiled and blended with elemental Sulphur¹. Once blended and screened, the material leaves the NPRLF and heads to markets in Saskatchewan.

A draft agreement was created in 2018 for the production of Bio-Sul at the NPRLF. The agreement outlined that GFL would use the composting pad for blending operations while the Peace River Regional District would receive a revenue of \$5/tonne for the finished material that leaves the site.

To date, 30,892.5 metric tonnes of material has been moved through the site. This equates to a revenue to the PRRD of \$154,462.

This agreement was never finalized back in 2018. Therefore, the operation is working under the current landfill contract that expires July 31, 2020.

Staff would like ratify the original 2018 agreement which will include an additional clause citing a term of one year extending from August 1, 2020 to July 31, 2021. During this one year term, staff will go out for a request for proposal (RFP) for composting services to secure a composter for future operations. As part of the RFP, Bio-Sul Amendment will be included in the scope of work as per the current Composting Operations Manual for the site.

ALTERNATIVE OPTIONS:

¹ Elemental Sulphur is a byproduct from the oil and gas industry.

1. Staff prepare an RFP for Composting Services at this time.
2. That the Solid Waste Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

The PRRD has received \$154,462.80 for the material that has been blended on site from August 18, 2018 to May 14, 2020. This translates to a revenue stream of \$7,355.37/month or approximately \$88,264.44/year.

COMMUNICATIONS CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

Should the Committee (and ultimately, Board) recommend that staff move straight to an RFP for composting services, this means:

- GFL will need to cease Bio-Sul operations and move off site when the new landfill operations contractor starts.
- Revenue from the Bio-Sul will cease by July 31, 2020.



REPORT

To: Solid Waste Committee

Report Number: ENV-SWC-003

From: Paulo Eichelberger, GM of Environmental Services

Date: June 4, 2020

Subject: Chetwynd Landfill Phase B Closure Update

RECOMMENDATION:

That the report providing an update of the status of the Chetwynd Landfill Phase B Closure retender process be received for information.

BACKGROUND/RATIONALE:

In 2019, the Chetwynd Landfill Phase B Closure project was awarded for \$1,428,773. While the project was underway, the prime construction contractor defaulted, prompting a claim on the performance bond for the contract by the Regional District.

Bonding Process

In the event of a failure to complete the work in a project, bonds are in place to ensure that the work continues should a company become unable to perform the work. When a claim is made on the bond, the bonding company is responsible to ensure that the project work previously awarded to their client is completed. To do this, the bonding company has the option to retender for suitable bidders for completing the project.

To complete the project, it was decided that two contracts would be established:

1. Contract #1 – Earthworks
 - a. All outstanding line items from the original contract (minus the liner install).
 - b. This contract was retendered.
2. Contract #2 – Liner Installation
 - a. Installation of the liner and landfill gas piping.
 - b. Sole-source to the subcontractor under the previous prime contractor.

Through discussions between the project engineer, Sperling Hansen (SHA), and the previous liner subcontractor, Western Tank & Lining (WTL), WTL confirmed that they would hold their original contract price for installation of the liner materials in 2020 (detailed in Financial Considerations). Therefore, Contract #2 was kept separate as WTL had already provided the material which remains on site at the Chetwynd Landfill.

Retendering Process

The original prime contractor's bonding company, Trisura, engaged SHA to conduct the retendering process for Contract #1. The process ran as follows:

- a. SHA and Trisura ran the retendering process on BCBid for three weeks until 4pm on April 17, 2020. 8 bids were received, which were reviewed by Trisura and SHA and discussed with PRRD staff. Of the Bids, Mass Construction was the lowest cost provider that met the qualifications of the retendering process.
- b. Through SHA, Trisura recommended Mass Construction to complete the project work under Contract #1 for a cost of \$466,501.40 (excl. GST) and thus provided notice of award.
- c. As a result, Mass Construction, will enter into a new contract with the PRRD for the works listed in Contract #1.
- d. WTL will enter into contract with the PRRD for the works listed in Contract #2.
- e. Mass Construction (via Contract #1) and WTL (via Contract #2) will execute the remainder of the original Phase B Closure project work originally held by Frontline.

SHA will perform quality assurance and supervision for both contracts in order to complete the project. The PRRD is responsible for the cost of the work up to the original contract price of \$1,428,773 and any overages will be paid out by Trisura to a maximum of the bond amount of \$714,387. Further detail on costs are detailed in Financial Considerations.

It is expected that the project will be substantially completed by August 15, 2020, with total completion achieved by September 30, 2020.

ALTERNATIVE OPTIONS:

1. That the Solid Waste Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):Contract #1 Bids-as provided by Trisura and SHA

	Tenderers	Sum Quoted in the Tender (Including Provisional Items and Excluding GST)	Sum Adjusted as per the Quoted unit Prices (Including Provisional Items and Excluding GST)
1	Dave Moore Trucking Ltd	\$ 290,323.41	\$ 292,223.41
2	Pavlis Trucking Ltd.	\$ 453,619.25	\$ 453,620.00
3	Mass Construction Ltd.	\$ 466,501.40	\$ 466,501.40
4	Tervita Corporation	\$ 543,368.79	\$ 543,368.55
5	Twin Rivers Developments Ltd.	\$ 937,745.47	\$ 937,742.42
6	S. Young Enterprises Ltd.	\$ 962,800.08	\$ 962,816.33
7	Green Leaf Enterprises Ltd. o/a OK E	\$ 1,187,174.56	\$ 1,187,174.30
8	Enviro-Ex Contracting Ltd.	\$ 1,460,382.75	\$ 1,460,382.75

The 8 bids received ranged in price from \$292,000 to \$1,460,000. The 3rd lowest bidder, Mass Construction, was the lowest cost proponent that met all tender qualifications and was therefore the successful bidder for Contract #1.

Project Status and Costs

Under the original construction contract, the cost for the project was \$1,428,773. Approximately \$360,280 of work has been completed on the project, with \$1,068,493 remaining. Cost breakdown is as follows:

Party	Cost	Description
Frontline/ Trustee	\$360,280	Works completed to date
Mass Construction	\$466,501	Contract #1 work, summer 2020
Western Tank & Lining	\$278,754	Contract #2 work, summer 2020
Estimated total	\$1,105,355	

The difference between original and estimated total cost is \$323,418 in surplus, which will offset retendering and construction supervision costs for the project.

COMMUNICATIONS CONSIDERATION(S):

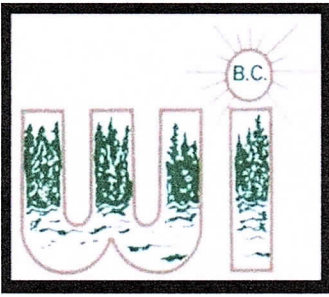
None identified.

OTHER CONSIDERATION(S):

Conditions of the existing contract bond allow the Surety Company (Trisura) four options to ensure that the project is completed. As stated in the bond, these are:

1. remedy the default, or;
2. complete the Contract in accordance with its terms and conditions or;
3. obtain a bid or bids for submission to the Obligee (PRRD) for completing the Contract in accordance with its terms and conditions and upon determination by the Obligee and the Surety of the lowest responsible bidder, arrange for a contract between such bidder and the Obligee and make available as work progresses (even though there should be a default, or a succession of defaults, under the contract or contracts of completion, arranged under this paragraph) sufficient funds to pay to complete the Principal's obligations in accordance with the terms and conditions of the Contract and to pay those expenses incurred by the Obligee as a result of the Principal's default relating directly to the performance of the work under the Contract, less the balance of the Contract price; but not exceeding the Bond Amount. The balance of the Contract price is the total amount payable by the Obligee to the Principal under the Contract, less the amount properly paid by the Obligee to the Principal, or;
4. pay the Obligee the lesser of (1) the Bond Amount or (2) the Obligee's proposed cost of completion, less the balance of Contract price.

As mentioned earlier, Trisura utilized option 3 – retender the work to find the “lowest (cost) responsible bidder.” Because of this option, Trisura is responsible for bids and contractor selection. The PRRD does not directly award the work for this project.



Nor' Pioneer Women's Institute

c/o Dawn Bellamy

Box 109

Cecil Lake, BV VOC 1G0

To: Deanna Ringland
Tervita Corporation

May 15, 2020

Dear Deanna,

Thank you for sharing the Letter dated May 14 from Peace River Regional District regarding the plant sale at the Cecil Lake transfer station put on by Nor' Pioneer Women's Institute.

I apologize for not following the proper protocol. Nor' Pioneer WI is a group of ladies from Cecil Lake who do fund raising to provide the community with an emergency fund, look after the Cecil Cemetery, organize events and provide luncheons for various events. If we are to host this event in the future what would the time frame be for making an application as there are several steps listed in the letter from PRRD.

This was not only a plant sale but a great opportunity to advertise the Spring Clean as most of the people were unaware as there has been no advertisement in the mail. Also, many of the participants brought their recycling and household garbage.

A concern was expressed regarding safe distancing due to Covid -19. I assure you that all precautions were taken to ensure everyone kept their safe distance.

I am sorry if this has caused an inconvenience and I look forward to receiving a schedule for applying if we are to consider in the future.

Sincerely, For Home and Country

Dawn Bellamy

President, Nor' Pioneer WI dawnbellamy1731@gmail.com

Cc: Gerritt Lacey, Solid Waste Manager Gerritt.Lacey@prrd.bc.ca

Paulo Eichelberger Paulo.eichelberger@prrd.bc.ca

Loryn Day Loryn.day@prrd.bc.ca

Karen Goodings Area B Karen.gooding@prrd.bc.ca

Michelle Harrison mharrison@terevita.com



May 14, 2020

To: Deanna Ringland,
Tervita Corporation

Re: Plant Swap at the Cecil Lake Transfer Station.

This letter is to follow up your email on May 13, 2020 regarding the Plant Swap organized by Dawn Bellamy, President of Nor' Pioneer Women's Institute (Cecil Lake Women's Group) occurring at the Cecil Lake Transfer Station.

Due to not following the proper approval process, the Cecil Lakes Women's Group will not be allowed to continue their Plant Swap at the Cecil Lake Transfer Station. As such all plants and items related to this will need to be removed from the site by 2:00pm (closing time), Friday May 15, 2020.

While the Peace River Regional District (PRRD) supports community events and activities, the proper approval must be in place, especially in light of the current COVID-19 pandemic. Public health orders need to be ensured so that the health and safety of the attendant and public are maintained.

Should the group want to do this at the site next year they must get approval prior to the event. The approval process is as follows:

- Contact the local Area Director and make a request to have an event on PRRD lands/sites
- The local Area Director will then take the request from the community member/group to the Committee Level
- From the Committee Level, a recommendation will be made and forward for Regional Board Approval.

Please let us know if there are any questions.

Thank you

Gerritt Lacey
Solid Waste Manager

diverse. vast. abundant.

PLEASE REPLY TO:

Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1111 Email: prrd.fsj@prrd.bc.ca



Solid Waste Committee TERMS OF REFERENCE

The Peace River Regional District (PRRD) developed a Regional Solid Waste Management Plan that was approved in 2009. The Plan addresses three key areas:

- Greater efficiency of programs and services
- Greater focus on reducing, reusing and recycling to protect our environment
- Greater focus on sustainable management to protect future generations

ROLE OF THE COMMITTEE

With the understanding that Solid Waste Management is a regional function and represents our largest single budget item; the goals of the Solid Waste Committee (SWC) is to act as an advisory committee for the Regional District solid waste management function and identify concerns and issues that may arise.

STRUCTURE OF THE SOLID WASTE COMMITTEE

1. Members: The SWC will consist of five (5) Board members as appointed by the Chair and will consist of:

- Director from the City of Dawson Creek, or alternate director
- Director from the City of Fort St. John, or alternate director
- Director from the District of Chetwynd, or alternate director
- Director from Electoral Area 'B', or alternate (Electoral Area 'C' Director)
- Director from Electoral Area 'E', or alternate (Electoral Area 'D' Director)
- PRRD Board Chair, as ex-officio member
- The meetings will be chaired by a Committee member elected by the Committee participants on an annual basis
- In the absence of the Chair, a member elected Vice-Chair by the Committee on an annual basis will chair the meetings;
- Appropriate Regional District staff person – non-voting.

2. Meetings:

- The Committee shall meet on a monthly basis, on the first Thursday of every month;
- Meetings will be open to the public;
- Items for the regular agenda must be provided to Administration one (1) week prior to the scheduled meeting;
- The PRRD Board Chair will be given a copy of all Committee meeting agendas.

3. Procedures:

- Quorum – at least one-half of the members of the Committee;
- Voting – all options and recommendations shall be determined by majority vote, with recommendations and options being forwarded to the Regional Board for consideration and action.

Adopted by the Regional Board: May 26, 2016
RD/16/05/20 (26)