



REPORT

To: Chair and Directors

Report Number: ENV-BRD-247

From: Environmental Services

Date: July 17, 2025

Subject: Contract 40-2022 PRRD Environmental Monitoring and Reporting Contract Extension

RECOMMENDATION #1: [Corporate Weighted]

That the Regional Board increase the “Environmental Monitoring and Reporting” contract with Montrose (formerly Matrix Solutions) from \$467,985.75 to \$577,985.75 (excluding taxes) to account for the additional monitoring requirements through the program between 2023 and 2025; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

RECOMMENDATION #2: [Corporate Weighted]

That the Regional Board extend the “Environmental Monitoring and Reporting” contract with Montrose (formerly Matrix Solutions) for an additional one-year term ending March 31, 2027, and increase the total contract cost of the contract from \$577,985.75 (excluding taxes) to \$802,985.75; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

BACKGROUND/RATIONALE:

On February 23, 2023 the Regional Board passed the following resolution:

MOVED, SECONDED and CARRIED,

That the Regional Board award Request for Proposal 40-2022 “PRRD Landfill Environmental Monitoring and Reporting” to Matrix Solutions Inc., for a three-year contract beginning April 1, 2023, at a cost of \$467,985.75 (excluding taxes); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

On February 21, 2024 the Regional Board passed the following resolution:

MOVED, SECONDED and CARRIED,

That the Regional Board approve the business case for the 2024 Dawson Creek and Taylor Closed Landfill Monitoring Well Installations project; further, that \$80,000 be allocated to the project as part of the 2024 Solid Waste Capital Budget.

The Peace River Regional District (PRRD) currently monitors groundwater (GW), surface water (SW) and landfill gas (LFG) at three active landfills and five closed landfills in the region in alignment with a

recommendation in the 2001 report prepared by Golder and Associates, and their respective permits or closure requirements. The sites are listed below in Table 1:

Table 1: PRRD Environmental Monitoring Program Sites

Landfill	Status	Monitoring Program
Bessborough	Active	GW, SW, LFG
Chetwynd	Active	GW, SW
North Peace Regional	Active	GW, SW, LFG
Dawson Creek	Closed	GW, SW
Hudson's Hope	Closed	GW, SW
Mile 62.5	Closed	GW, SW
Rose Prairie	Closed	GW, SW
Taylor	Closed	GW, SW

Through this contract, the PRRD's contractor is responsible for field work such as monitoring and sampling ground water wells and surface water sources, data interpretation, reporting and providing program recommendations to maintain compliance with the required monitoring requirements.

Through 2023 and 2024, the PRRD's contractor completed 48 monitoring events.

In 2024, eleven new wells were installed based on recommendations from the 2023 program. Monitoring requirements for one closed landfill were discontinued in alignment with the end of the post closure monitoring period and consultation with the Province. However, as a result of the consultation process with the Province for the discontinuation of a second monitoring program at the Mile 62.5 closed Landfill, the PRRD was required to replace one monitoring well and establish two surface water monitoring locations for sampling in 2024 and 2025 before approval for the discontinuation of the monitoring program can take place. In 2025, an additional eight wells in total were installed and require testing moving forward at the Chetwynd Landfill and Hudson's Hope closed landfill based on recommendations from the 2024 program.

As a result of the additional works, the available contingency within the contract has been consumed and an additional \$110,000 is required to complete the 2025 program.

The existing contract is set to expire March 31, 2026. Staff recommends utilizing the available one-year extension available within the existing contract to extend the contract to expire March 31, 2027.

This extension will allow for continuity of the existing contractor as the PRRD works through the following items from the 2025 program:

- initial testing of the Chetwynd landfill expansion area;
- initiate testing of eight new wells installed in 2025 at Chetwynd Landfill and Hudson's Hope Closed Landfill; and
- provide supporting reports for the discontinuation of LFG monitoring requirements through the Design Operating and Closure Plan updates for Bessborough and North Peace Regional Landfills in 2026.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Asset and Infrastructure Management

FINANCIAL CONSIDERATION(S):

The increased contract cost totaling \$335,000 comes from four sources:

1. 2024 Mile 62.5 additional Sampling well and surface water locations - \$20,000
2. 2025 monitoring well installations Chetwynd Landfill and Hudson's Hope Closed Landfill - \$50,000
3. Additional Sampling requirements 2024-2025 well installations - \$40,000
4. Additional one-year extension - \$225,000 inclusive of 10% contingency

Through the 2025 budget process, \$201,466 was allocated to the monitoring program with an additional \$50,000 allocated for the installation of the eight new wells. The contract increase does not require additional budget allocation for the 2025 budget.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

Without a qualified professional performing the groundwater and surface water monitoring program, the PRRD would be non-compliant with the existing permits and subject to closure requirements of the respective sites.

Should the one-year extension not be pursued, the PRRD will issue a tender to return to market for a new five-year term in fall of 2025 to secure a new contract for spring of 2026.

External Link:

1. [RFP Award 40-2022 PRRD Landfill Environmental Monitoring and Reporting](#) – See Item 9.1 on the Solid Waste Committee Agenda dated January 20, 2023.