



REPORT

To: Chair and Directors

Report Number: ENV-BRD-025

From: Solid Waste Committee

Date: January 28, 2021

Subject: Request for Proposal 41-2020 North Peace Regional Landfill – Landfill Gas Monitoring Reporting, and Field Operations

The following recommendation is from the January 7, 2021, Solid Waste Committee Meeting and is being presented to the Regional Board for consideration:

RECOMMENDATION: *[Corporate Weighted]*

That the Regional Board award RFP 41-2020 'North Peace Regional Landfill - Landfill Gas Monitoring, Reporting, and Field Operations' to GHD Limited for a three year contract at a cost of \$182,717 (excl. taxes); further, that the Chair and Chief Administrative Officer be authorized to sign the contract on behalf of the PRRD.

BACKGROUND/RATIONALE:

The North Peace Regional Landfill (NPRLF) operates a Landfill Gas Collection and Control System (LFGCCS). This system was installed in 2014 due to the requirement to manage the Landfill Gas (LFG) generated on the site with the assistance of qualified professionals, as per the Landfill Gas Management Regulation.

As per the report reviewed by the Solid Waste Committee on January 7, 2021, staff went out to market to secure best pricing to manage the LFGCCS under a 3-year contract and received one proposal from GHD. The proposal met all mandatory requirements and was evaluated on qualifications, methodology, and price. For further detail, please refer to the report via the link provided under "External Links."

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

The cost of the work performed by GHD in 2020 totaled approximately \$20,000, with the remaining \$19,774 budget being carried forward as surplus into 2021. The budget provided by the bidder is listed below:

GHD	2021	2022	2023	3 Year Contract Costs	2024 (Optional Extension)
Technical Support	\$39,862	\$40,659	\$41,472	\$121,993	\$42,302
Field Work	\$19,842	\$20,239	\$20,643	\$60,724	\$21,267
Yearly Totals	\$59,704	\$60,898	\$62,115	\$182,717	\$63,569

The costs proposed by GHD increase at a rate of 2% per year for the duration of the contract. The costs provided by GHD is for full support for the entire year, however only the actual time spent will be billed to the PRRD, similar to what was seen in 2020.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

The previous contract expired December 31, 2020. GHD and Epscan continued to provide their services during the first 2 weeks of January until the new contract is signed. This work is being done through hourly force account rates which is the same method that the 2020 program was billed. Costs for the work during this two-week period have been approximately \$1,600.

External Links:

1. Jan 7, 2020 SWC Meeting Agenda - See [Item 9.3](#)