



2021 October 18 Special Open Session FINAL_001

ROTHESAY
SPECIAL COUNCIL MEETING
By Webex Videoconference
Monday, October 18, 2021
6:00 p.m.



Public access to the Live stream will be available online:

<https://www.rothesay.ca/town-hall/agendas/>

1. APPROVAL OF AGENDA

2. OLD BUSINESS (Remove from table)

2.1 Wastewater Treatment Plant Consultant Selection

Engineering Design and Construction Management Services S-2021-008: Wastewater Treatment Plant

15 October 2021 Memorandum prepared by DO McLean

3. NEXT MEETING

Special Meeting **6:00 p.m.** Monday, October 25, 2021 (Operating Budget Discussion)
Regular meeting **7:00 p.m.** Monday, November 8, 2021
Special Meeting Monday, November 15, 2021

4. ADJOURNMENT



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
October 18, 2021

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:



John Jarvie, Town Manager

DATE: October 15, 2021

SUBJECT: Engineering Design and Construction Management Services
S-2021-008: Wastewater Treatment Plant

RECOMMENDATION

It is recommended that Rothesay Mayor and Council accept the proposal submitted by Dillon Consulting Limited, in the amount of \$548,762.75 including HST, to provide design and construction management services for contract *S-2021-008: Wastewater Treatment Plant* and further that the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard.

ORIGIN

Federal and Provincial funding partnerships are in place and the 2021 Utility Fund Capital Budget includes funding for commencement of the Wastewater Treatment Plant project.

BACKGROUND

The Rothesay wastewater collection system currently discharges to two facultative lagoons near Kennebecasis Park and one aerated lagoon at Henderson's Cove in the area formerly known as Fairvale. The proposed treatment plant project will allow for treatment of all collected wastewater one location in the area of the existing Fairvale lagoon. This project has been approved under a joint funding agreement with the federal and provincial governments.

DISCUSSION

On August 17, 2021 with a comprehensive and detailed scope of work document, a proposal for consulting engineering services was requested from the engineering consulting community at large by way of a proposal call on the New Brunswick Opportunities Network (NBON) online service.

In response to this proposal call, three (3) compliant submissions were received from consulting engineering firms on September 27, 2021. Proposals were received from the following firms:

CBCL Limited	Saint John, NB
Englobe Corp.	Saint John, NB
Dillon Consulting Limited	Saint John, NB

The proposals were submitted in sealed envelopes with the Technical and Financial proposals being submitted under separate cover. A review Committee consisting of the following staff completed an independent analysis of each Technical Proposal:

John Jarvie, Town Manager
Brett McLean, Director of Operations
Richard Gabbey, Technical Advisor

Subsequent to the Technical Proposal Analysis, the committee jointly discussed the information presented and opened the sealed envelopes containing the Financial Proposals for each submission. The price contained in each proposal was evaluated and combined with the results from the Technical Proposal Analysis.

The purpose of this process was to determine the best overall proposal for recommendation to Mayor and Council for award. The process determined the proposal submitted by Dillon to be the best overall even though the Dillon submission did not carry the lowest price.

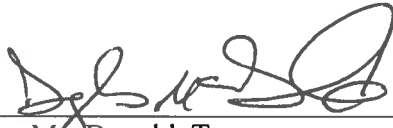
FINANCIAL IMPLICATIONS

The 2021 General Fund Capital Budget included an amount of \$1,000,000 for the first year of a proposed three-year project. The costs associated with preliminary design of the project were included as part of the \$1,000,000 budget item for the first year of the project.

Consultant	Fees (inc HST)	HST rebate	Subtotal	2021 Budget Item
Prelim and detailed design and construction management	548,762.75	51,125.60	497,637.15	1,000,000

The work to be completed under this consultant engagement, which will align with the 2021 federal and provincial fiscal year, will be \$497,637.15 including the Town's eligible HST rebate.


Report Prepared by: Brett McLean, Director of Operations


Report Reviewed by: Doug MacDonald, Treasurer

A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).