



Report to Council

Department: Infrastructure Services
Division: Environmental Services
Date: May 17, 2021
Prepared by: Kevin Girard, P.Eng, MBA
Director, Infrastructure Services
Report Number: Environmental Services-2021-02
Subject: Harrow Lagoons Sludge Removal – Cell No. 2
Number of Pages: 3 (plus 2 appended)

Recommendation(s)

That Environmental Services – 2021-02 entitled, “Harrow Lagoons Sludge Removal – Cell No. 2” **prepared by** Kevin Girard, Director of Infrastructure Services dated May 17, 2021 be received, and

That Council appoint Ontario Clean Water Agency (OCWA) to provide engineering, operational, and contract administration services to design, procure, and administer the Harrow Lagoons Sludge Removal project (SS-19-004 and SS-19-0013) in the amount of \$1,000,000 including non-refundable HST, in accordance with the completed request under Section 22 of the Town of Essex Procurement By-law 1043.

Purpose

In accordance with the Town Procurement By-Law Number 1043, Council approval is required to waive the requirements for proposals, tenders and quotations for consulting and professional services under Section 22.02 of the procurement and disposal of goods and services policy.

Background and Discussion

Cell No. 2 in the Harrow Lagoon currently has excess of sludge. Accumulation of sludge in a facultative lagoon occurs slowly in every cell. As the wastewater moves through each cell, heavier material settles to the bottom of the lagoon and accumulates into sludge.

Accumulated sludge reduces the available volume in the cell and therefore reduces the treatment effectiveness of the lagoon process. This necessitates the infrequent but regular cleaning of the lagoon cells to ensure their efficient operation.

The Ontario Clean Water Agency (OCWA) has been the sole operating authority for all Town of Essex sewage and water treatment facilities since its inception as a Crown agency in the Province of Ontario over 20 years ago. They currently operate over 800 facilities across Ontario. As our provider, the Town of Essex has fostered a strong working relationship with OCWA, and has received value, exceptional service, and consistent support. Furthermore, OCWA has intimate knowledge of all the plants, facilities, and equipment as well as a full **depth understanding of the operations of the Town's facilities they have been managing for** over 20 years. That existing knowledge and expertise will allow OCWA to competently manage this project effectively and efficiently, both creating savings and ensuring the project timelines are met.

Financial Impact

Included in the 2021 capital budget, \$1,000,000 was approved for projects SS-19-0004 and SS-19-0013 for the removal of sludge from Cell No. 2 at the Harrow Lagoons.

OCWA's proposed fee for engineering, operational, and administrative services for the project is \$83,574.47 including applicable taxes. Further, OCWA's estimate for the contracted services to remove the sludge from Cell No. 2 is \$916,425.53 including applicable taxes for a total project cost of \$1,000,000. Therefore, the budget of \$1,000,000 included in the 2021 capital budget is sufficient to cover the expenses of this project.

Consultations

Jackson Tang, Assistant Manager, Business Services

Andy Graf, Manager, Environmental Services

Jeffrey Morrison, Director, Corporate Services/Treasurer

Kate Giurissevich, Manager, Finance and Business Services/Deputy Treasurer

Link to Strategic Priorities

- Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.

Report Approval Details

Document Title:	Harrow Lagoon Sludge Removal - Cell No. 2 - Environmental Services-2021-02.docx
Attachments:	- Procurement Section 22 - Harrow Lagoon Sludge Removal.pdf
Final Approval Date:	May 11, 2021

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Chris Nepszy". The signature is written in a cursive, flowing style.

Chris Nepszy, Chief Administrative Officer - May 11, 2021 - 11:01 AM