

Grand River Conservation Authority

Report number: GM-12-16-97

Date: December 16, 2022

To: Members of the Grand River Conservation Authority

Subject: Shade's Mill Backflow Preventer

Recommendation:

THAT Report Number GM-12-16-97 - Shade's Mill Backflow Preventer quotation award be received as information.

Summary:

In accordance with the Grand River Conservation Authority's Human Resources Policies, the GRCA awarded the Shade's Mill Backflow Preventer installation at 450 Avenue Road, Cambridge to Avertex Utility Solutions of Amaranth, Ontario for the amount of \$111,973.00 excluding HST, and a total budget of \$125,000.00 excluding HST was approved to include a contingency amount.

Report:

Shade's Mill Conservation Area is currently supplied with potable water via a 50 mm line connected to the municipal forcemain without backflow prevention. The City of Cambridge By-Law No. 146-03 requires backflow preventers to be installed on water services in all industrial, commercial, multi-residential and institutional buildings. An existing meter chamber is present at the location but it is located underground and the space was deemed too small for the backflow preventer. In order to meet by-law requirements and remove health and safety concerns with the confined space access, it was decided to raise the meter and backflow preventer above grade and house in a small outbuilding to eliminate the regular need for confined space entry.

An expression of interest was sent out to four (4) recommended/known contractors specializing in this type of work and three (3) replied with interest. The request for quotation package for the Shade's Mill Conservation Area Backflow Preventer was sent to the group of interested contractors on October 14, 2022 and closed on October 25, 2022. Three (3) submissions were received by the closing date.

The submission results are summarized in Table 1 below.

Table 1: Results

Rank	Company	Amount (excluding HST)
1	Avertex Utility Solutions	\$111,973.00
2	Wellington Construction Inc.	\$125,000.00
3	H2Ontario Inc.	\$172,100.00

The quote did not include a contingency; therefore, it was proposed that a budget be approved with an internal contingency added. The total proposed budget is shown in Table 2.

Table 2: Budget

Bid Amount	\$111,973.00
Contingency (approx.10%)	\$13,027.00
Total budget excluding HST	\$125,000.00

The Shades Mill Backflow Preventer quotation award Board Report was slated for the November 25, 2022 General Membership meeting, however that meeting was cancelled.

Section 10.8 of the Grand River Conservation Authority Human Resources Policies allows for a committee comprised of the Chief Administrative Officer, Secretary Treasurer/Deputy CAO, Chair and the Vice-Chair of the Board of Directors to approve purchases in the event of a break in board meetings beyond one month provided the purchase is within the approved budget forecast.

As such, a committee comprised of the required members was formed and approved the staff recommendation to award the quotation to Avertex Utility Solutions. The total budget, including the contingency amount, was also approved.

Financial Implications:

Costs associated with the Shade's Mill Backflow Preventer project are anticipated to be incurred in 2023. Funding for this project will come from the 2023 Park Capital Budget.

Other Department Considerations:

N/A

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