

Grand River Conservation Authority

Report number: GM-02-25-13

Date: February 28, 2025

To: Members of the Grand River Conservation Authority

Subject: Septic Pumping & Disposal –Request for Proposal Award

Recommendation:

THAT the Grand River Conservation Authority (GRCA) award the contract for the septic tank pumping and disposal to Egger Enviro. Ltd. And Weber Environmental Services, for a term of three (3) years starting April 1, 2025, and ending March 31, 2028, for the estimated total of \$223,213.21(excluding HST).

Summary:

Not Applicable

Report:

The Request for Proposal (RFP) for septic and holding tank services was advertised on the Biddingo electronic procurement website, with a closing date of February 3, 2025. Five companies accessed the RFP documents, and two submitted bids, which were subsequently evaluated by GRCA staff. The tender opening was held at 11:00 a.m. on February 5, 2025. The tender opening committee consisted of Karen Armstrong, Deputy CAO/Secretary-Treasurer; David Townsend, Superintendent of Rockwood Conservation Area; Brian Hunt, Superintendent of Guelph Lake Conservation Area; and Pam Walther-Mabee, Manager of Conservation Area Operations.

The GRCA maintains 146 septic or holding tanks across its facilities, including the Administration Centre, Conservation Areas, Nature Centres, and the Burford Tree Nursery. These tanks require annual servicing and inspection at a minimum, with some locations necessitating additional pumping based on usage levels.

Facilities with septic and holding tanks that have system numbers registered with the Ministry of the Environment, Conservation and Parks (MECP) must comply with regulations requiring that "sewage generated at the site shall be safely collected and disposed of through a licensed waste hauler to an approved sewage disposal site." Awarding this contract and agreeing with the recommended contractors ensures compliance with these regulatory requirements.

Following the evaluation process, the following contractors are recommended for service provision:

- Egger Enviro Ltd. of Dunnville, Ontario, has been selected as the waste hauler for Byng Island Conservation Area and Taquanyah Nature Centre. They submitted bids exclusively for these two locations.
- Weber Environmental Services of Breslau, Ontario, is recommended for all other GRCA locations under this RFP, as they were the sole bidder for these sites.

The selection of service providers was based on geographic considerations and each contractor's capacity to service GRCA's widespread locations across the watershed. The estimated annual cost, based on the average service requirements over the past three years, is as follows:

- Egger Enviro Ltd.: \$17,060.00 per year (excluding tax)
- Weber Environmental Services: \$57,344.40 per year (excluding tax)

The total agreement cost for the three-year contract term is \$223,213.21 (excluding tax).

Additional expenditures may be incurred for emergency pump-outs resulting from mechanical failures, increased usage of holding tanks, and other unforeseen circumstances requiring extra servicing.

Financial Implications:

Septic pumping services are funded from the approved annual operating budget of the various departments. The total amount of pumping outside the annual pumping in any given year is dependent on the demand and mechanical failure.

Other Department Considerations:

Not applicable.

Prepared by:

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Manager of Conservation Area Operations

Approved by:

Karen Armstrong
Deputy CAO / Secretary-Treasurer