



The Corporation of the Municipality of Arran-Elderslie

Staff Report

Council Meeting Date: December 11, 2023

Subject: SRW.23.24 Award Landfill Scale House Building Request for Proposal

Report from: Scott McLeod, Public Works Manager

Appendices: None

Recommendation

Be It Resolved that Council hereby,

1. Awards the contract for the construction of the Landfill Scale House Building to Domm Construction Ltd., in the amount of \$153,680.00 inclusive of HST and funded from Account #02-3501-9230;
2. That Capital Budget 2024 pre-budget approval is granted for the additional \$60,000 in funds to permit a project start date in early 2024; and
3. That additional funds to complete the project in the amount of \$60,000.00 be allocated to Account #02-3501-9230 from reserve 01-0000-7212 – Municipal Buildings.

Report Summary

The intent of this report is to obtain Council approval to award the contract for the construction of the new scale house building at the Arran Landfill site located at 671 Sideroad 20 in Arran Township.

Background

The scale house building provides a work location for landfill staff and provides indoor facility space to protect electronic equipment and computer hardware to operate the landfill scales and process landfill paperwork and transactions.

The current scale house is an office trailer that was purchased used and placed at the landfill in 2013 when it opened at its current location.

The condition of the facility is deteriorating and there are no indoor washroom facilities. Due to the condition of the trailer, it has been deemed unsuitable for repair.

The landfill site itself still has a 50-year life expectancy in the current footprint with additional lands available for future expansion if necessary. It is anticipated that this location will remain active for several more years.

Analysis

To address the condition of the structure, staff have proposed that a 16' wide x 24' long design build, concrete foundation, wood framed structure be built to replace the deteriorating office trailer.

The scope of the project includes the installation of a holding tank, plumbing and electrical work to complete the project.

Staff issued a Request for Proposal on Friday, October 27, 2023 and submissions were accepted until Tuesday, November 28, 2023.

Two submissions were received:

Company	Total incl. HST	Timeline
Domm Construction Ltd	\$153,680.00	16 weeks
Allen Hastings Ltd	\$180,342.00	24 weeks

The lowest bid is over budget; however staff believe that delaying the project further will result in higher costs in the future. Additionally, this is a work location for municipal staff and the existing building is no longer suitable for repair and needs immediate replacement.

Following a review of the submissions by staff and the Chief Building Official, staff recommend that the contract be awarded to Domm Construction Ltd.

Domm Construction Ltd., has indicated an approximate start date of February 1, 2024.

Link to Strategic/Master Plan

6.1 Protecting Infrastructure, Recreation and Natural Assets

Financial Impacts/Source of Funding/Link to Procurement Policy

Funds were allocated in the 2023 Capital Budget to complete the projects as follows:

\$100,000 – 02-3501-9230 – ENVS-LFILL-ARR-Weigh Scales

Staff propose that an additional \$60,000 be allocated to the project in the 2024 Capital Budget to finance the additional \$53,680 as well as provide contingent funds for site completion and that it be funded from Reserve 01-0000-7212 – Municipal Buildings which has a balance of \$526,380.

Staff are requesting pre-budget approval on the additional \$60,000 to permit the project to start in early 2024.

Approved by: Sylvia Kirkwood, Chief Administrative Officer