



West Hants
something inspiring awaits

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation R	Decision Request ☐	Councillor Activity ☐
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To: Committee of the Whole

Submitted by: 
Todd Richard, Director, Public Works

Date: July 23, 2024

Subject: Third Process Train – Equipment Single Source Pre-Selection

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act, Section 65 authorizes Council to expend funds for municipal purposes.

RECOMMENDATION or DECISION REQUEST

It is recommended to Council that:

Council approves CBCL to proceed with the pre-selection of specialized equipment for the Third Process Train, Windsor WTP Project from AWC.

BACKGROUND

Property R	Public Opinion ☐	Environment ☐	Social R	Economic R	Councillor Activity ☐
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The addition of the Third Process Train is currently in design, approved by Council on March 26, 2024 with the following motion:

“Moved by Councillors Francis and Murley that Council approve awarding the detailed design Phase 1, of the Third Process Train, Windsor WTP Project, as identified in the 2023-24 Capital budget to CBCL, for the overbudget total design cost of \$208,707.00 plus applicable taxes.”

The project is expected to be ready for public construction tender by late 2024 or early 2025. Within the design, a key step is equipment selection and ensuring that the equipment is compatible with existing equipment and staff training.

DISCUSSION

The current Water treatment plant has two process trains. The future third process train should be designed with the same type of equipment as the current process trains, by the same supplier. This is crucial for the most efficient operation of the water treatment plant. Staff are recommending a single source pre-selection of the equipment to ensure consistency for the staff operating and maintaining the plant. Should the equipment installed differ from the current equipment, issues could arise due to different control systems, maintenance procedures and schedules. Securing the equipment from the current supplier will allow for a seamless integration of controls.

West Hants Regional Municipality's Procurement Policy permits the CAO to authorize Alternative Procurement Practices (Single Source) of equipment in the following circumstance: (Appendix I, Item 3):

To ensure compatibility with existing products, or to maintain specialized products that must be maintained by the manufacturer or its representative.

Pre-selection of major equipment is a typical practice in the water/wastewater industry. Pre-selection of equipment allows for a direct relationship with the equipment manufacturer to finalize the scope of supply. The equipment manufacturer is also responsible for assembly of various pieces of equipment from other vendors (e.g. valves and pumps purchased and used to assemble a package pump skid within the overall treatment system package). This is in contrast to issuing a typical equipment specification for inclusion in a general contract, where the equipment is then selected by the (local) general contractor – typically using the lowest cost materials available to meet the minimum specifications. Pre-selection based treatment system design also involves setting minimum specifications and performance-based requirements for the equipment manufacturer to consider, and for them to recommend/propose specific features and improvements that in their experience is important for the long-term successful operation of their overall custom equipment package. Pre-selection also allows for a complete detailing of the treatment equipment package for incorporation into the general contractor's installation scope, reducing the likelihood of conflicts arising during construction if the equipment package scope details differ from those assumed during the facility design stage without detailed equipment shop drawings.

West Hants Regional Municipality will be able to accept or reject any proposal received as a result of this quotation request issue. The equipment will ultimately be ordered by the successful general contractor as a term of the contract award, within a set time period.

The RFQ will result in a proposal for WHRM to review from the supplier, AWC. If acceptable, WHRM would sign a contract with AWC in accordance with the RFQ terms, triggering preparation of detailed shop drawings by AWC. Once the RFQ is received and evaluated further information and approvals may be required from Council.

NEXT STEPS

Pending contract approval of Council, CBCL will issue a request for Quotation to AWC directly for the design and preparation of detailed shop drawings for this equipment.

FINANCIAL IMPLICATIONS

Currently, there are no financial implications for the 2024-25 budget, as the construction timeline for the Third Process Train WTP Project is set for 2025-26. Approving the pre-selection of this equipment, will allow the design consultant to secure the equipment needed for the construction phase. AWC is willing to hold pricing for up to 8-months to ensure the quote received will be accurate when 2025-26 budgeting takes place.

ALTERNATIVES

1. Council could choose not to approve the pre-selection.
2. Council may choose not to proceed with this project. This is not the recommendation to Council.

ATTACHMENTS

None

CHIEF ADMINISTRATIVE OFFICER REVIEW

Essentially staff are seeking approval of pre-selected equipment and the specifications of the equipment that they anticipated will be included in the third process train project. There is a potential cost associated with the design work to be carried out by AWC that would be captured in the 2025/26 Capital budget.

If Council approves the recommendation, they will be not only pre-approve the equipment but the cost of the design work carried out by AWC to provide specifications for the equipment at a potential cost of up to \$25,000 that will appear in the 2025/26 capital budget.

I support the recommendation.

Report Prepared by: 
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Report Approved by: 
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