
**REPORT TO CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE
MEETING OF WEDNESDAY, 13 JUNE 2007**

SUBJECT **CORE AREA AND WEST SHORE SEWAGE TREATMENT – CONSULTING SERVICES FOR TREATMENT PLANT SITE IDENTIFICATION AND EVALUATION**

PURPOSE

The purpose of this report is to recommend the award of the contract for the provision of consulting services for the identification and evaluation of sewage treatment plant sites for the Core Area and West Shore sewage treatment project.

BACKGROUND

The report recently completed by Associated Engineering / CH2MHill / KWL, entitled *The Path Forward – The Supporting Report to the Response to the Minister of Environment*, identified a number of general areas deemed to be suitable for siting sewage treatment plants to serve the Core Area and West Shore. No specific sites were identified other than at Clover Point and Macaulay Point.

The next step is to identify specific sites in each area and to carry out environmental and social reviews of the sites, including those at Clover Point and Macaulay Point. It is proposed to do this in three phases as follows:

Phase 1

Identify a number of candidate sites in each area and subject them to screening level environmental and social reviews (ESRs). It is expected that the site selection and ESR criteria will be reviewed by the Core Area Liquid Waste Management committee (CALWMC) and/or the Technical and Community Advisory committee (TCAC). The screening level ESRs will address areas, such as impacts on plant and animal life, odour, noise, traffic, land use, visual aesthetics, proximity to residential neighbourhoods, property value effects and archaeological potential. Information collected in Phase 1 will be documented in a report and presented at a CALWMC / TCAC workshop at which a short list of sites will be selected for more detailed review in Phase 2.

Phase 2

In Phase 2, more detailed ESRs will be carried out on the short-listed or selected sites. This phase will highlight any potential environmental or social impacts and propose ways to mitigate these impacts to a less than significant level. The Phase 2 report will be submitted to the CALWMC and/or the TCAC for review and comment.

Phase 3

It was originally proposed to have most of the public involvement process in Phase 3 based on the findings of the Phase 2 report. However, it may be desirable to have substantial public involvement in Phase 1 as well. This would provide an opportunity for the public to review and comment on site selection and ESR criteria.

It is expected that the above three phases will be complete by the end of June 2008.

A call for credentials for provision of site identification and evaluation services as described above was issued on 28 April 2007. Five consulting firms responded and, after submissions were evaluated, three

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Re: Core Area/West Shore Sewage Treatment – Consulting Services for Treatment Plant Siting
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were invited to submit proposals (see attached scope of services). The proposals were received on 01 June 2007 and were evaluated in accordance with Board policy. Westland Resource Group Inc. was the highest-rated firm. Westland's price for the three phases is \$468,803.

ALTERNATIVES

1. That the Westland contract be approved for \$468,803.
2. That the Westland contract not be approved.

FINANCIAL IMPLICATIONS

\$451,365 of the cost of this work can be funded by Bylaw No. 3072, with the balance funded from the trunk sewer capital reserve fund.

SUMMARY/CONCLUSIONS

Proposals were received for carrying out site identification and environmental and social reviews of potential treatment plant sites to serve the Core Area and West Shore. Westland Resource Group Inc. was the highest-rated consultant.

RECOMMENDATIONS

That the Core Area Liquid Waste Management committee recommend to the Board that:

1. the contract for the Core Area and West Shore Sewage Treatment – Provision of Consulting Services for Site Identification and Evaluation be awarded to Westland Resource Group Inc. in the amount of \$468,803; and
2. \$451,365 of the cost of the work be charged to Bylaw No. 3072 and that the balance of \$17,438 be funded from the trunk sewer capital reserve fund.

Seamus McDonnell, PEng
Senior Manager, Engineering Services

Dwayne Kalynchuk, PEng
General Manager, Environmental Services
Concurrence

Kelly Daniels
CAO Concurrence

COMMENTS

SBM/cl
Attachment: 1

CAPITAL REGIONAL DISTRICT
REQUEST FOR PROPOSALS
PROVISION OF CONSULTING SERVICES FOR
CORE AREA AND WEST SHORE SEWAGE TREATMENT
SITE IDENTIFICATION AND EVALUATION

CONTRACT 07-1581

SCOPE OF SERVICES

1.0 Introduction

1.1 General

On July 21, 2006, the Minister of Environment, Barry Penner, directed the Capital Regional District (CRD) to "submit to me for approval no later than June 30, 2007, an amendment to the CRD Core Area Liquid Waste Management Plan (LWMP) detailing a fixed schedule for the provision of sewage treatment. Further, in accordance with section 24(3)(b), I am requiring the CRD to provide me no later than December 31, 2006 an interim progress report on this amendment. This report should outline options relating to the type, number and location of facilities, preliminary costs of treatment, as well as a proposed implementation schedule. To ensure value for taxpayers, I encourage the CRD to consider new technologies and alternative financing and delivery options, including the potential for private sector involvement."

As a result, the CRD retained the consulting group of Associated Engineering Ltd., CH2MHill and Kerr Wood Leidal Associates Ltd. to prepare a Decision Information Report to assist the Core Area Liquid Waste Management committee (CALWMC) in making the decisions needed to complete the amendment to the LWMP.

This report is now complete and identifies potentially suitable areas (not specific sites) for locating sewage treatment facilities and describes in general terms the kind of facilities to be located in each area.

The purpose of this Request for Proposals (RFP) is to select a consulting firm having the experience and expertise needed to work with CRD staff, engineering consultants, the CALWMC, and the Technical and Community Advisory committee (TCAC) to identify and short-list potential sewage treatment plant sites in the West Shore and Saanich East areas, and conduct an environmental and social review (ESR) of constructing and operating sewage treatment facilities on each of the short-listed sites, and the identified Macaulay Point and Clover Point treatment sites.

It is fundamental to this RFP that all documents and the like produced by the consulting firm are the property of the CRD and may be used at the sole discretion of the CRD.

2.0 Scope of Work

2.1 General

The site identification and evaluation work shall be carried out in three (3) phases as indicated below. The methodology and findings of each phase shall be documented in draft reports, complete with executive summary and presented to the CALWMC and TCAC for comments prior to proceeding with the next phase of the project. The results of all three phases shall be incorporated into a final report.

The environmental assessment aspects of the work should comply with all applicable provincial and federal (with respect to federal lands) requirements.

2.2 Phase 1 – Site Identification and Screening Level ESRs

This phase shall include the work necessary to identify all potentially suitable sites for sewage treatment facilities located within or near the general areas in the West Shore and Saanich East indicated in the attached Figure 1.

Once identified, the sites shall be subjected to a screening level ESR. The screening level ESR will collect and report on the kinds of topics contained in other ESRs in the region that are likely to have relevance in siting sewage treatment plants (i.e., plant and animal life, odour, noise, land use, traffic, visual aesthetics, proximity to residential neighbourhoods, property value effects, and archaeological potential). Information on engineering requirements that could affect siting would be provided by the CRD, or through its engineering consultants.

The information collected in the screening level ESRs will be documented in a draft report and presented at a CALWMC workshop at which a short-list of candidate sites will be developed for further consideration in detailed ESRs in Phase 2.

2.3 Phase 2 – Detailed ESRs of Short-listed Candidate Sites

This phase shall consist of the preparation of detailed ESRs for each of the short-listed candidate sites identified in Phase 1.

The detailed ESRs shall include, but not be limited to, the criteria covered in the screening level ESRs or as modified during the Phase 1 process and should provide substantially more detail and examine mitigation options with more rigour.

Information on engineering requirements that could affect siting will be provided by the CRD, or through its engineering consultants.

The detailed ESRs of the sites shall meet the following key objectives:

- fully characterize each candidate site
- identify impacts that both construction and operation of the facilities will have on the sites
- propose mitigation measures for these impacts

These objectives shall be met by conducting visits to each site and preparing an evaluation using the following four-part approach:

1. Conduct a detailed assessment of each candidate site including:
 - physical characteristics such as slope, surface water features, erosion potential
 - biological aspects including ecosystems, flora and fauna
 - social aspects including current land use, recreational value, surrounding land use/access including proximity to residential neighbourhoods
 - archaeological values

The site investigations are to be limited to site visits and observations and are not to include ground disturbance.

2. Identify and rate potential impacts of construction of the facility at each location with respect to the site characteristics identified in #1 above, including:
 - site development involving blasting, excavation and soil removal
 - facility construction and commissioning including traffic, noise, safety and air quality
3. Identify and rate the potential impacts of the operation of the facility with respect to the site characteristics identified in #1 above, including:
 - general aesthetics (viewscape) :
 - odours and air quality
 - traffic, including road maintenance or upgrading requirements
 - site safety including facility security
 - noise and vibration
4. Propose any mitigation measures that could be implemented to reduce identified impacts to a less than significant level.
5. Present the draft report to the CALWMC and the TCAC for consideration and approval to be used in the Phase 3 – Public Process.

2.4 Phase 3 – Public Process and Final Report

This phase shall consist of the presenting the Phase 2 report findings to the public (i.e., through advertisements, mail-outs, meetings, website postings, open houses and other forms of public involvement) for consideration and comment. Following this review process, criteria will be applied to the site-specific information to identify one preferred site in each of the sewage treatment areas.

3.0 Project Schedule

The anticipated general schedule for the undertaking of the Site Identification and Evaluation project is as follows:

Phase 1 – Site Identification and Screening Level ESRs	4 months
Phase 2 – Detailed ESRs of Short-listed Candidate Sites	4 months
Phase 3 – Public Process and Final Report	4 months
TOTAL PROJECT TIME	12 months

A more detailed breakdown of the project schedule is provided in Figure 2.

4.0 Project Budget

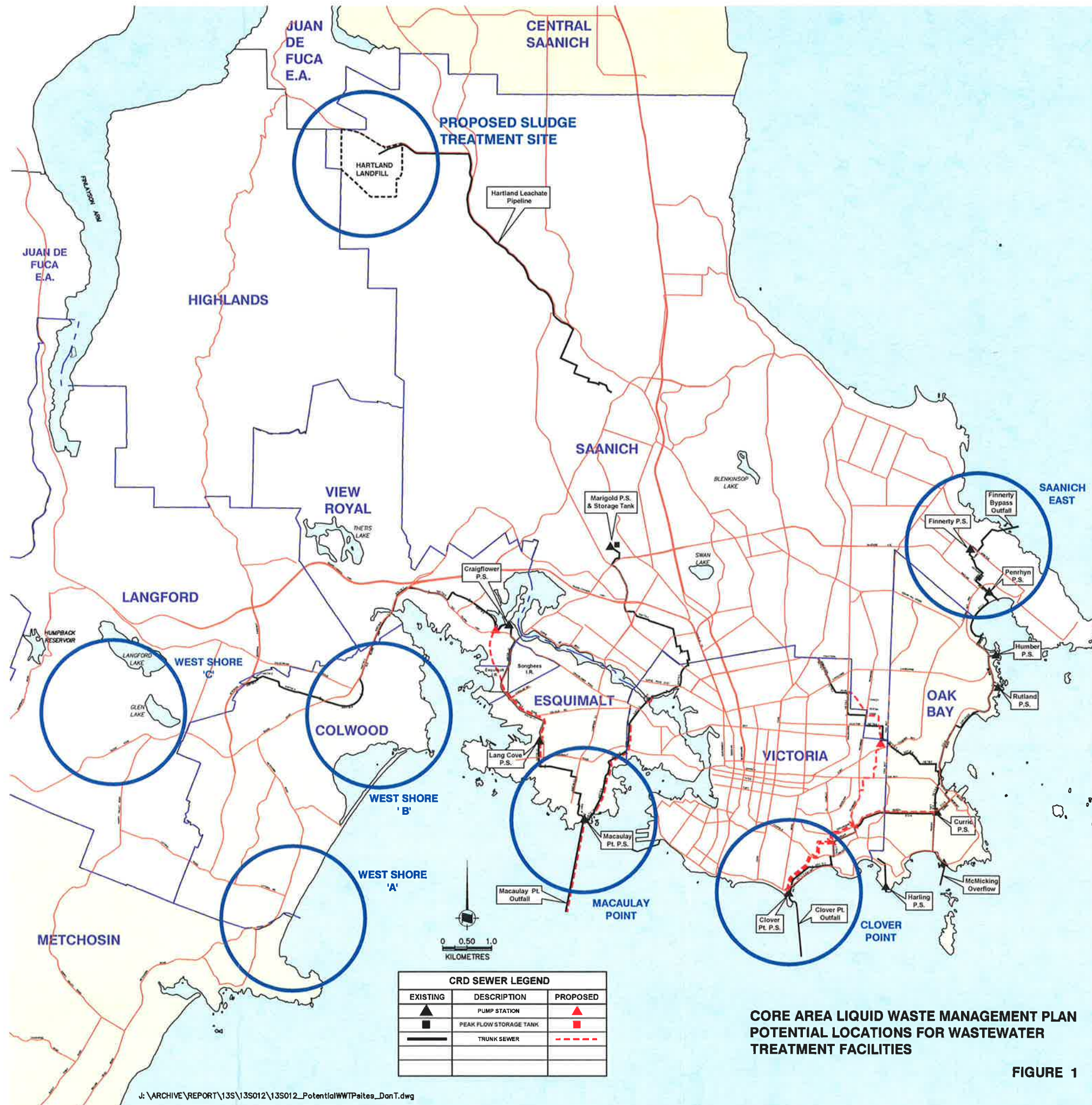
The total project budget is as follows:

Phase 1 – Site Identification and Screening Level ESRs	\$200,000
Phase 2 – Detailed ESRs of Shortlisted Candidate Sites	\$200,000
Phase 3 – Public Process and Final Report	\$100,000
TOTAL PROJECT BUDGET	\$500,000

The Fee Proposal will provide a price for each Phase of the project and an Upset Total Price for all three phases. A lump sum cash allowance of \$100,000 shall be included in the Fee Proposal for Phase 3, since the full scope of the public consultation process cannot be determined until Phases 1 and 2 have been completed.

Final payment for Phase 3 will be based on the hourly charge-out rates provided in the Fee Proposal and number of hours involved in completing the activities.

It should be assumed that the Consultant will participate in the Phase 3 public consultation process (i.e., general and focus group meetings, open houses and other forms of public forums), and undertake presentations to CRD staff, CALWMC, TCAC and municipal councils as may be required to complete this phase of the Core Area and West Shore Sewage Treatment program.



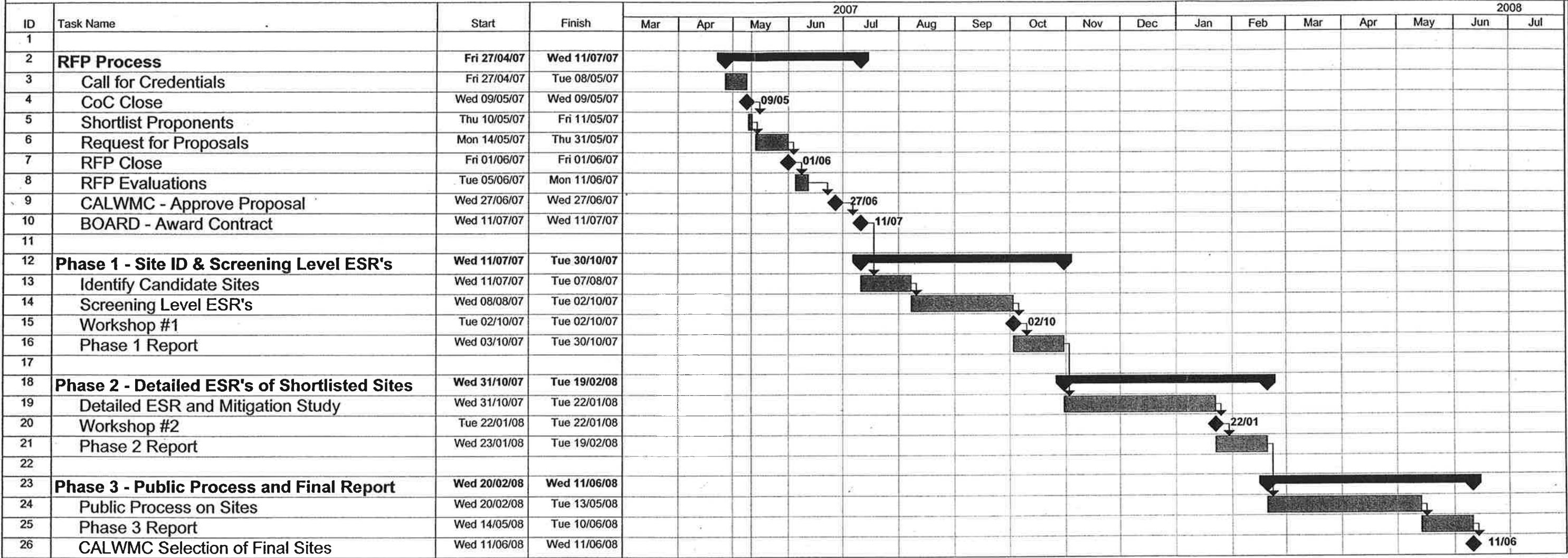
CRD SEWER LEGEND

EXISTING	DESCRIPTION	PROPOSED
▲	PUMP STATION	▲
■	PEAK FLOW STORAGE TANK	■
—	TRUNK SEWER	- - -

**CORE AREA LIQUID WASTE MANAGEMENT PLAN
POTENTIAL LOCATIONS FOR WASTEWATER
TREATMENT FACILITIES**

FIGURE 1

Capital Regional District
CORE AREA and WEST SHORE SEWAGE TREATMENT
SITE IDENTIFICATION AND EVALUATION SCHEDULE



Project: HDM-#190908-v1-SITE_IDEN
Date: Fri 11/05/07

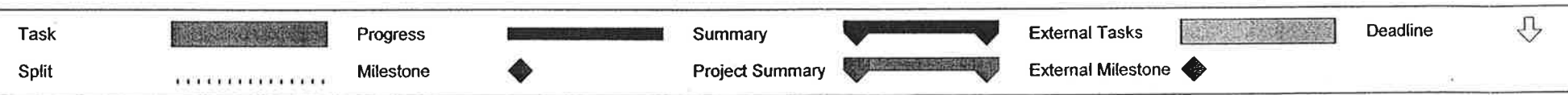


FIGURE 2