



---

**To:** Council  
**From:** Mohammed Alsharqawi, Director of Public Works  
**Date of Meeting:** December 13, 2023  
**Subject:** RFP No. 19-2023 - Water and Wastewater Facilities Operation and Maintenance Services

---

**Recommendation:**

That Council award RFP No. 19-2023 - Water and Wastewater Facilities Operation and Maintenance Services to Ontario Clean Water Agency (OCWA) for \$781,547.00, excluding applicable taxes, and further, that Council authorize the Director of Public Works to execute the necessary documents to complete the transaction.

---

**Executive Summary:**

RFP No. 19-2023 - Water and Wastewater Facilities Operation and Maintenance Services closed on October 25, 2023 with 4 proposals received.

These proposals were evaluated based on criteria that includes:

- Part A – Technical Submission (50%)
  - i) Project Understanding and Approach
  - ii) Company Experience
  - iii) Key Personnel Experience
- Part B – Pricing Submission (25%)
- Part C – Interview (25%)

The proponents' proposals evaluation results are as follows:

Proponent	Ranking	Price
Ontario Clean Water Agency (OCWA)	1	\$781,547
Maple Reinders - Maple Facilities Management Inc.	2	\$827,237
Veolia Water Canada Inc.	3	\$1,285,000
Caneau Water & Sewage Operations Inc.	4	\$1,027,565

---

**Background:**

The Township requested proposals from qualified firms to provide operations, maintenance & management services for its Water and Wastewater facilities and their related assets for an initial five (5) year term with an option for up to an additional five (5) year term at the sole discretion of the Township and subject to acceptance by the successful Proponent. The initial term to run from April 30, 2024, to April 30, 2029. The initial transitional period to be initiated on February 1, 2024.

---

**Alignment with Strategic Action Plan:**

Goal 1: Safe and Reliable Infrastructure

Objective 1.3: Optimizing the delivery of essential services by maintaining and upgrading

Goal 4: Exceptional & Accountable Government

Objective 4.1: Continuously improve business processes and practices ensuring open government and financial accountability

---

**Risk and Asset Management Considerations:**

As part of the core services, Proponent will provide management, leadership, and administrative services as required to support the services in the Agreement. This will include but not be limited to:

- Perform water and wastewater system-wide operational risk management.
  - Asset and process optimization service where results would be used in conjunction with the Asset Management and Capital Plans
- 

**Options:**

1. That Council award RFP No. 19-2023 - Water and Wastewater Facilities Operation and Maintenance Services to Ontario Clean Water Agency (OCWA) for \$781,547 (applicable taxes excluded). This is the recommended option.
  2. Other as suggested by Council.
- 

**Financial Impact:**

The contracted company will commence operations starting next year, and the contract price will be included in the 2024 operational budget for water and wastewater services.

---

**Others Consulted:**

Mr. D. Thompson – Consultant

Mr. R. Gellately – Consultant

CAO

Manager of Operations – Environmental Services

Public Works Coordinator