



EDWARDSBURGH CARDINAL

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Township of Edwardsburgh Cardinal

Request for Proposals

Feasibility Study Cardinal Sanitary Force Main

Issue Date: February 20, 2025

Closing Date & Time: March 25, 2025 at 4:00 p.m

Contact:

Eric Wemerman, Chief/ Water/Sewer Operator

ewemerman@twpec.ca

613-657-3765

Project Overview

The Township of Edwardsburgh/Cardinal is seeking proposals from qualified consultants for professional engineering to perform a feasibility study for the rehabilitation, replacement and/or modification of one of the sanitary force mains in Cardinal.

The intent is to prepare a comprehensive feasibility study that evaluates the environmental, financial, health and social impacts of each identified option and provide a viable solution. This study should consider factors such as the potential impact to the environment, disruption of services and overall cost. The outcomes of the study will provide a framework for making an informed decision regarding rehabilitating or replacing this sanitary force main in Cardinal.

Background

The sanitary force main is 200 mm Polyethylene Pipe Series 45 pipe that commences at 70 Adelaide Street and extends approximately 1 kilometer before discharging into a sanitary manhole on Dundas and Joseph Street.

In the 1990s, the sanitary force main running from 70 Adelaide Street to the bell junction box on Dishaw Street was replaced as part of a larger pumping station upgrade. The 200 mm force main from the Bell junction on Dishaw Street to Dundas/Joseph dates back to the 1970s. During the past twenty years, there have been several instances of force main breaks.

The force main does not have any air relief or maintenance chambers, and no tracer wiring. It is important to note that the force main is situated under critical infrastructure, such as water and gravity sewer mains, high-pressure gas lines, and high-voltage electrical lines. The force main then heads east, under railway tracks and along the canal embankment before turning southward onto Dundas Street. The estimated depth of the force main ranges between 7 to 14 feet.

Adelaide Street Pumping Station

The Adelaide Street pumping station receives all sewage from the north side of County Road 2. Two 47 Horsepower (HP) submersible pumps, operating in a duty and standby configuration are each rated at 65 L/sec (TDH of 26.0 meters) with an operating volume of approximately 10.6 m³ per cycle. The wet well level and pumps are regulated by a Greyline controller, equipped with an ultrasonic level transducer and a back up pressure transducer. Sewage is pumped through a flow meter/bypass chamber which connects to the 200 mm PVC force main.

Below is a summary table of annual average daily flows from the Adelaide Street Pumping Station from 2017 to 2024. Flows are highest during March to May and lowest in the summer and fall months.

Year	Annual Average Daily Flow (m³/day)
2017	301
2018	229
2019	255
2020	396
2021	329
2022	381
2023	419
2024	395



Scope of Work:

- To assess potential options regarding the rehabilitation and/or replacement of the sanitary force main in Cardinal.
- To consider environmental, social, economic and health impacts of each identified option.
- To consider current limitations of the existing force main and sanitary collection network in the feasibility study.
- To provide a recommended solution and next steps for the Township to undertake.

Limitations

The following limitations exist with this project:

- Electronic copy showing the sanitary force main from Adelaide Station to the bell junction box.
- One hard copy plan view drawing (1974) of the force main. No as built available.
- Survey map of the sanitary force main in the cenotaph on the south side of County Road 2.
- Hand drawn map of force main under railway tracks on Bridge Street.
- Force main is not tracer wired and no air relief/maintenance chambers exist.

Proponents, at a minimum, shall include a breakdown of fixed fee costs listed in the table on page 6.

Table 1:

Description	Cost
Feasibility Study (Rehabilitation/Replacement/Redirection) including flow diversion options.	
Costing analyses for each identified solution.	
Provide recommended solution (s) and next steps	

Clarifications:

All inquiries regarding this RFP are to be directed to Eric Wemerman, Chief Water/Sewer Operator at ewemerman@twpec.ca. All inquiries are to be in writing, submitted via email and received no later than 4:00pm on **March 20, 2025**. A viewing of the plan view drawing can be scheduled by contacting the Environmental Services Department at 613-657-3765. If required, an addendum will be issued to all consultants by email without naming the source or firm.

Proposal Submission:

Your proposal must be signed by an authorized official and delivered via email, no later than 4:00 p.m. on **March 25, 2025**. Under no circumstances will proposals received after the due date be considered.

Labelled: Cardinal Sanitary Force Main Feasibility Study, RFP-EC-ES-25-01

Format: PDF File

Attention: Eric Wemerman

via email:

ewemerman@twpec.ca

Proposal Format and Requirements:

The main body proposal submission must not exceed ten (10) single sided pages, using a minimum of 12-point font (Arial). Tables can be submitted in 11" x 17" format and will count as one (1) page. All other supporting information (e.g. corporate information, resumes, projects, profiles) can be attached to the submission as appendices. Any main body proposals exceeding ten (10) page limit will not be considered in the evaluation process.

Proposal Validity

Proposals shall remain valid and open for acceptance by the Township for a period of sixty (60) calendar days following the due date for receipt of submissions.

Proposal Award

The anticipated award date of assignment is April 28, 2025.

Terms of Payment

The successful consultant shall be reimbursed on a monthly basis for actual work completed and time spent on the project. Monthly invoices must be received by the accounts payable department by the 15th of each month. The successful bidder will be required to complete an Electronic Fund Transfer (EFT) application form as part of the payment set up.

Rights Reserved by the Township

The Township will not be responsible for any costs incurred in the preparation and submission of proposals or selection interviews. Neither the lowest cost nor any proposal shall necessarily be accepted and the decision of the Township is final. Clarification/additional information may be requested on any bid.

The Township also reserves the right to cancel this Request for Proposal at any time either before, during or after receipt of bids, without penalty or cost to the Township.

This Request for Proposal and resulting proposals should not be considered a commitment by the Township to enter into any contract.

The Township also reserves the right to award subsequent phases of the project to the successful bidder, and fees for any follow-up contracts shall be based on the same unit or per diem rates proposed under this RFP, unless negotiated and approved otherwise.

Contract

The Township will prepare a contract in consultation with the successful firm. The successful firm will not have the right to assign the contract nor any interest therein nor subcontract the performance of any service or the supply of any product without the express written consent of the Township.

The respondent agrees to protect, defend, indemnify, and hold harmless the Township, its elected officials, agents and employees from and against any liability, damages, claims, suits, liens and judgments, of whatever nature, including claims for contribution and/or indemnification, for injuries to any person or persons, or damage to property or other rights of any person or persons, caused by the respondent's submittals. Respondents obligation to protect, defend, indemnify and hold harmless, as set forth above, shall include any matter arising out of the actual or alleged unfair competition, disparagement of service, or other business tort of any type whatsoever or any actual or alleged violation of professional regulations.

All documents and material prepared pursuant to this RFP are the property of the Township. The Township shall have the unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data, or other materials prepared under this process.

Terms of Conditions

If a contract is to be awarded as a result of the RFP, it will be awarded to the proponent whose proposal, in the Township's opinion, provides the best potential value to the Township and who is capable in all respects to fully perform the contract requirements and the integrity to assure performance of the contract obligations.

If the Township decides to award a contract based on a submission received in response to this RFP, the successful proponent will be notified of the intent to award in writing, and the subsequent execution of a written agreement shall constitute the making of a contract.

Proponents will not acquire any legal or equitable rights or privileges whatsoever until the contract is signed by both parties.

In the event of any inconsistency between the RFP and the contract, the contract shall govern. The Township reserves the exclusive right to determine the qualitative aspects of all proposals relative to the evaluation criteria.

Proponents may not amend or withdraw their proposals after the closing date or time.

Proposals will be evaluated as soon as practical after closing time.

Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)

The Township of Edwardsburgh/Cardinal is subject to the Municipal Freedom of Information and Protection of Privacy Act, RSO 1990, c.M.56, as amended (MFIPPA) with respect to, and protection of, information under its custody and control. Accordingly, all documents provided to the Township in response to this Request for Proposal may be available to the public.

Evaluation Section

RFP's will be evaluated based on the following matrix to determine the most suitable bidder.

Scoring Matrix

<u>Description</u>	<u>Total Weight %</u>	<u>Score Range</u>	<u>Score x Weight Factor</u>
Understanding of Objective and Innovation	15	(0-10)	1.5
Experience/Qualifications	25	(0-10)	2.5
Work Plan/Schedule	30	(0-10)	3
Financial	30	(0-10)	3
Total	100%		/100

Understanding of Objectives

Describe your understanding of the assignment, including overall scope and objectives, noting any particular issues that may require specific attention and any innovative approaches to climate change.

Qualifications and Experience

Provide a brief company profile, and recent project team related experience in table format. Provide three (3) similar projects completed by your firm and/or project team members. Provide client references for each of the projects submitted. Project team references should be included in an appendix.

Work Plan and Schedule

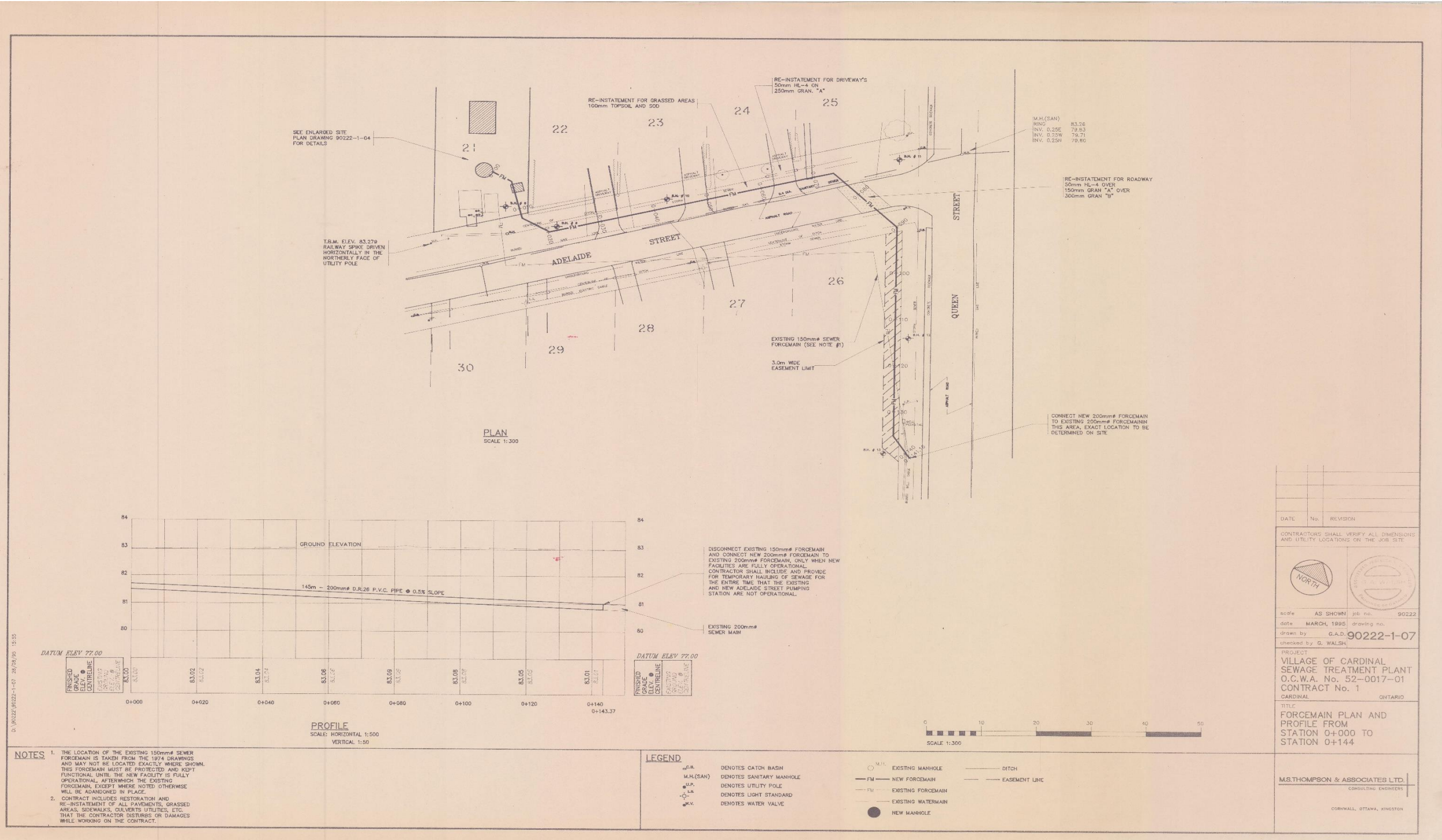
Provide a work plan and schedule in the form of a chart to illustrate the breakdown of the major tasks and the level of effort of the individual team members in sufficient detail to allow a complete understanding as to how and by whom the work is to be carried out.

Financial

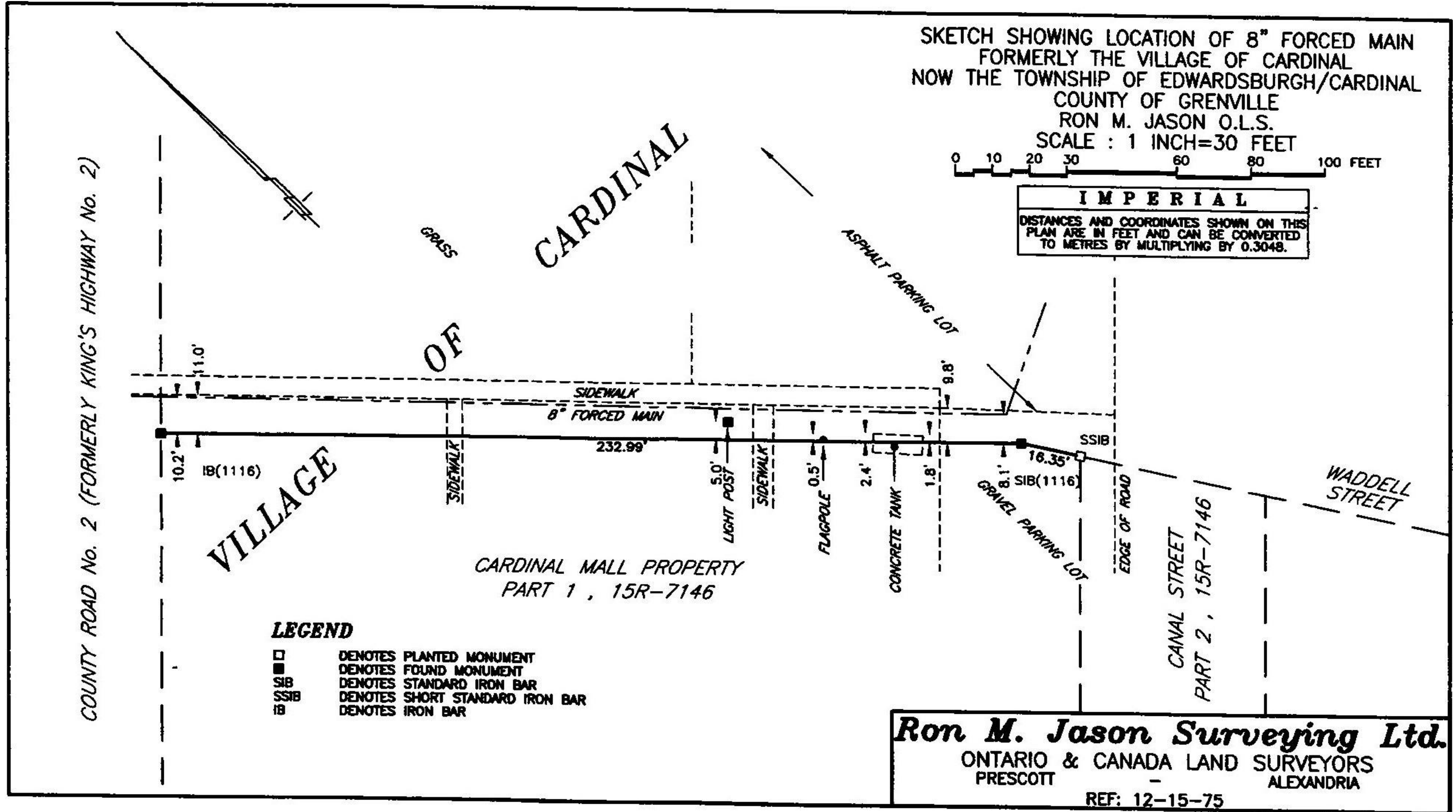
Provide a separate chart, a detailed task by task breakdown of the costs and total upset limit price, including all engineering fees, disbursements, exclusive of HST, to complete this assignment.

Picture below shows the sanitary force main and label during a repair.

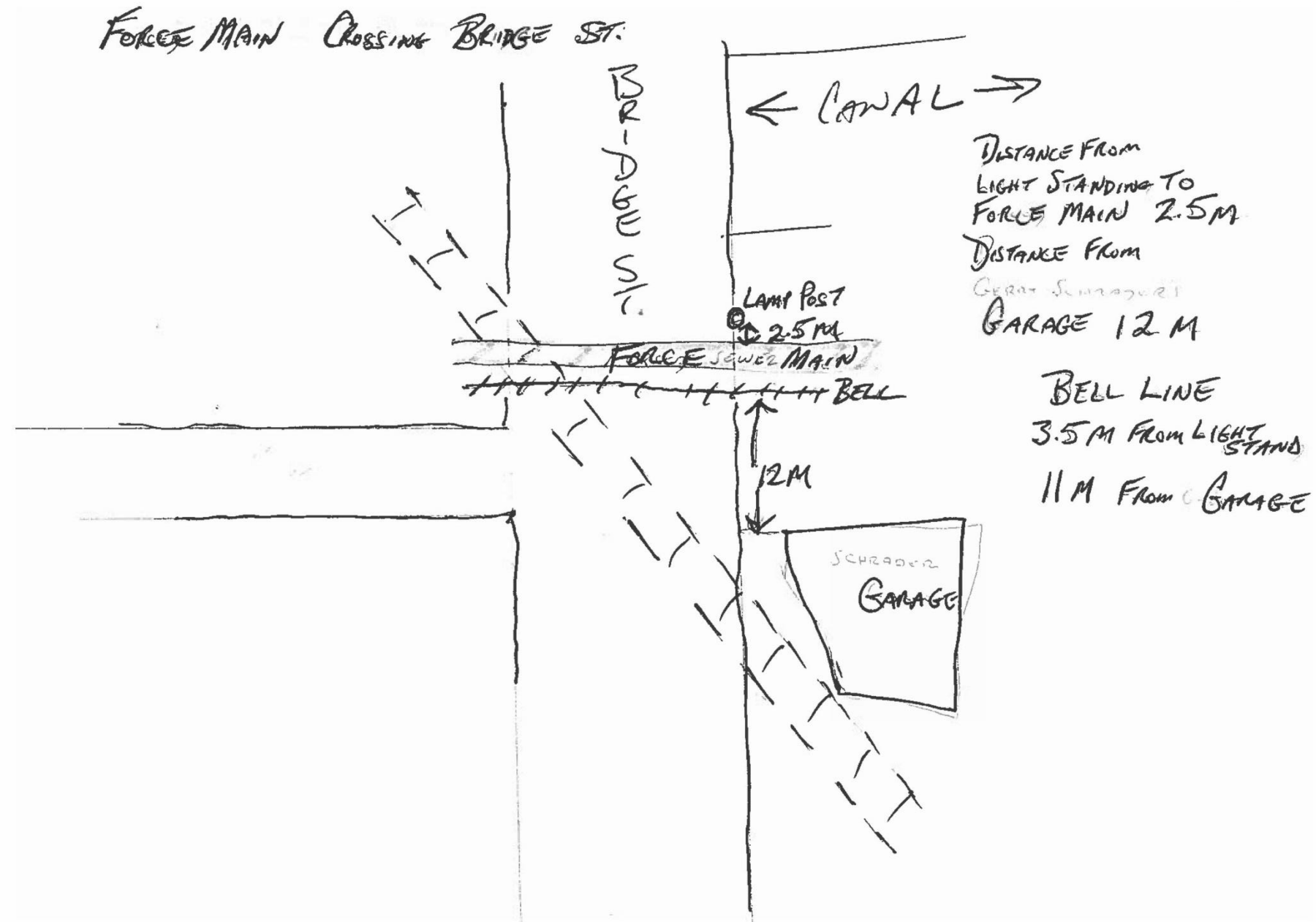




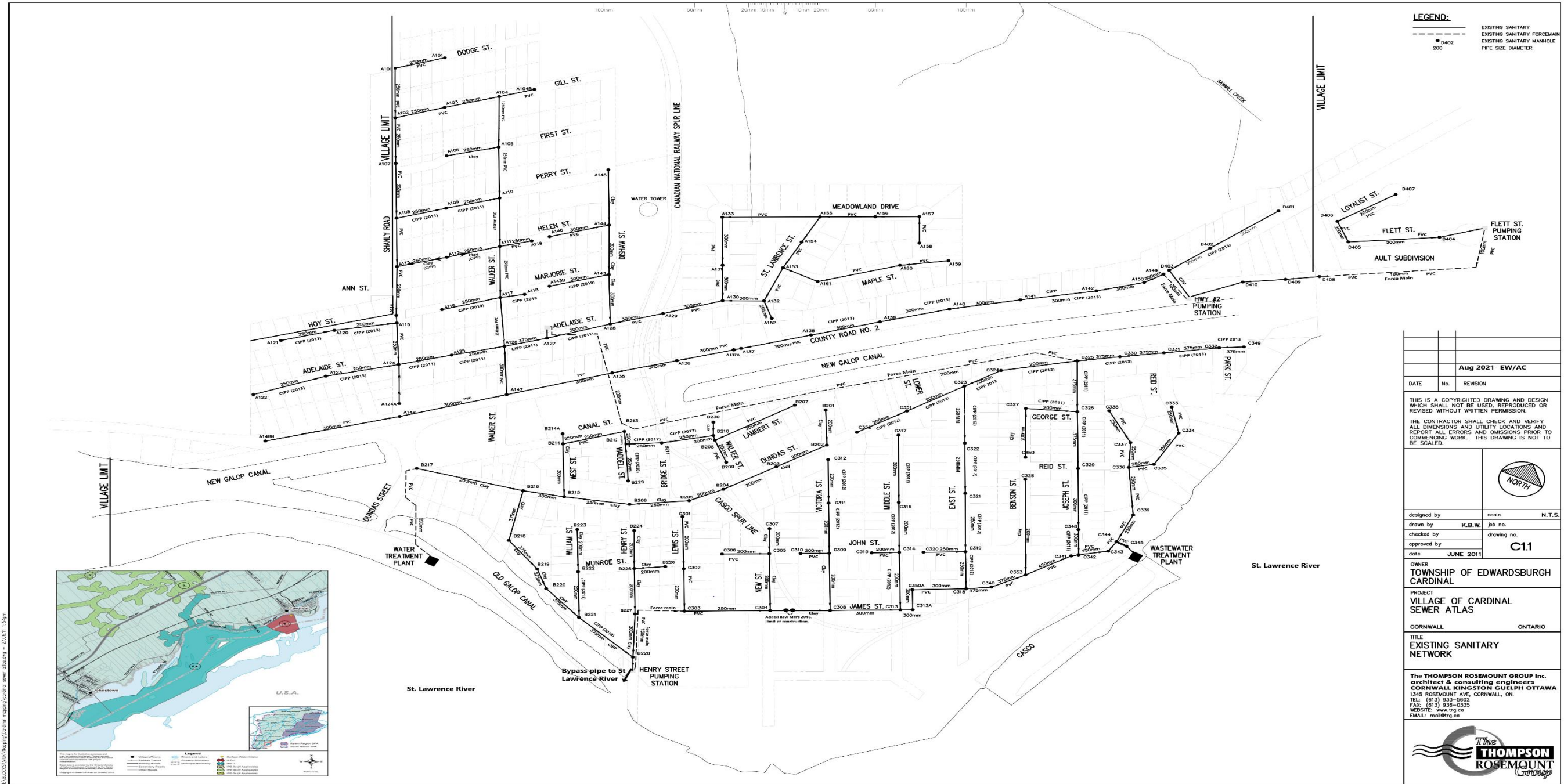
Drawing depicting the sanitary force main from 70 Adelaide Street to the bell junction box on Dishaw Street.



Survey drawing depicting the approximate location of the sanitary force main south of County Road 2 in the cenotaph.



Hand written drawing showing the approximate location of the sanitary force main under the railway tracks on Bridge Street, Cardinal.



Cardinal Sewer Atlas depicting the sanitary collection network in Cardinal.