



# REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8  
Telephone: (250) 960-4400 / Fax: (250) 563-7520  
Toll Free: 1-800-667-1959 / [www.rdffg.ca](http://www.rdffg.ca)

## REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: LAND 1.6.5.6

FROM: Darwin Paton, Environmental Services Technologist

DATE: May 7, 2024

SUBJECT ES-24-08 – Leachate Testing Services – Foothills Boulevard Regional Landfill

SUMMARY: Purpose: Consider Award of Contract

Attachments: Backgrounder

Previous Reports: None

### RECOMMENDATION(S):

1. THAT the report dated May 7, 2024 regarding “ES-24-08 – Leachate Testing Services – Foothills Boulevard Regional Landfill” be received for information.
2. THAT Contract ES-24-08 Leachate Testing Services – Foothills Boulevard Regional Landfill be awarded to McElhanney Ltd. for the total amount of \$36,960.79 (excluding taxes) per year.

ENTITLEMENT	HOW VOTE COUNTED
All 1 Director/1 vote	Majority
All 1 Director/1 vote	Majority

### ISSUE(S):

The current contract for leachate testing Services at Foothills Boulevard Regional Landfill expires May 31, 2024. In May of 2020 the Regional District of Fraser-Fort George received a Waste Discharge Permit from the City of Prince George, allowing for the release of leachate into the City’s wastewater collection system. The Permit requires monthly submittal of leachate analysis. In order to meet the prerequisites for leachate discharge, routine leachate testing is required.

The Board is being asked to consider the award of Contract ES-24-08 Leachate Testing Services – Foothills Boulevard Regional Landfill to McElhanney Ltd. for the total amount of \$36,960.79 (excluding taxes) per year.

### RELEVANT POLICIES:

1. Policy RD-03-09: Procurement of Goods and Services
  - provides for procurement levels and limits
2. Regional Solid Waste Management Plan (RSWMP):
  - maintain and operate disposal facility in compliance with municipal wastewater discharge City of Prince George Bylaw No. 9055, 2019, and as outlined under Discharge Permit #006
3. Regional District of Fraser-Fort George Delegation Bylaw No. 3276, 2022
  - requires contracts over \$100,000 in value to be considered for approval by the Board

### STRATEGIC ALIGNMENT:

- ☐ Climate Action      ☐ Economic Health      ☐ Indigenous Relations      ☒ Strong Communities
- ☐ None – Statutory or Routine Business

**SERVICE RELEVANCE:**

The routine sampling and testing of the leachate discharge from the Foothills Boulevard Regional Landfill assists the Regional District of Fraser-Fort George in meeting its environmental responsibilities and its discharge permit requirements with the City of Prince George.

**FINANCIAL CONSIDERATION(S):**

Budget implications for this service are reflected in the 2024 Solid Waste Management (3305) Budget.

**OTHER CONSIDERATION(S):**

N/A

**DECISION OPTIONS:**

1. Approve recommendations.
  - Contract ES-24-08 Leachate Testing Services – Foothills Boulevard Regional Landfill be awarded to McElhanney Ltd. in the total amount of \$36,960.79 (excluding taxes) per year.

Other Options:

- a. do not award Contract ES-24-08 Leachate Testing Services – Foothills Boulevard Regional Landfill to McElhanney Ltd.
  - would result in the delay of the provision of leachate testing services
  - the requirements under the Waste Discharge Permit for leachate with the City of Prince George from the Foothills Boulevard Regional Landfill will not be met

**COMMENTS:**

To meet the requirements under the Waste Discharge Permit issued by the City of Prince George, the Regional District needs to perform routine leachate testing and submit a monthly report.

Environmental Services Administration recommends that Contract ES-24-08 Leachate Testing Services at the Foothills Boulevard Regional Landfill be awarded to McElhanney Ltd. for the total amount of \$36,960.79 (excluding taxes) per year.

Respectfully submitted,

“Darwin Paton”

Darwin Paton  
Environmental Services Technologist

DP:jt



# REGIONAL DISTRICT of Fraser-Fort George

---

## BACKGROUNDER – ES-24-08 AWARD INFORMATION

The Regional District issued an Invitation to Tender for ES-24-08 Leachate Testing Services – Foothills Boulevard Regional Landfill which was made available on the Regional District web page and the Provincial BCBid® website on Friday, April 26, 2024. The tender submittal deadline was Thursday, May 9, 2024. One (1) qualified submission has been received in response to the tender call. Staff has reviewed and evaluated the tender using a predetermined weighting factor.

The evaluation criteria for the tender include consideration for:

- Tenderers Qualifications, Experience and References
- Past Work Experience with the Regional District
- Tender Price

Name	Total Amount (excluding taxes)
McElhanney Ltd.	\$ 36,960.79 per year

The tender meets the requirements of the scope of work and the expected outcome of the required services for Leachate Testing Services at Foothills Boulevard Regional Landfill.