

**DATE:** June 16, 2020**FILE:** 5330-20/CVSS LWMP**TO:** Chair and Members  
Comox Valley Sewerage Commission**FROM:** Russell Dyson  
Chief Administrative OfficerSupported by Russell Dyson  
Chief Administrative Officer***R. Dyson*****RE:** WSP Contract Amendment for the Comox Valley Sewerage Service Liquid Waste Management Planning Process**Purpose**

Update the Comox Valley Sewerage Commission (CVSC) on a contract amendment to WSP, engineering consultant for Comox Valley Sewerage Service Liquid Waste Management Planning (LWMP) process, to complete further geotechnical and hydrogeological investigations for the short-listed conveyance options to help inform the selection of the preferred conveyance solution.

**Recommendation from the Chief Administrative Officer:**

For information purposes only.

**Executive Summary**

In 2018, the Comox Valley Regional District (CVRD) completed a competitive procurement process for selection of an engineering consultant for the LWMP process. As a result, a contract was awarded to WSP to lead the LWMP process for conveyance, wastewater treatment and resource recovery.

In March 2020, the short list for conveyance options was approved by the CVSC, with comprehensive consultation planned for April and May and selection of the preferred conveyance option by the CVSC intended for June 2020. Given that public engagement is a cornerstone of the LWMP process and traditional engagement is not possible due to the COVID-19 pandemic, the consultation process and subsequent selection of the preferred conveyance solution has been delayed until fall 2020.

With the additional time provided by this COVID-19 related delay, CVRD staff have approved a \$638,088 contract amendment with WSP to complete further due diligence for the proposed short list of conveyance options, including hydraulic, structural, geotechnical and hydrogeological assessments. This work will help eliminate possible red flags associated with the shortlisted conveyance options prior to recommending a path forward this fall, and will inform subsequent development of the detailed design for the conveyance solution.

Following selection of the preferred conveyance solution, a competitive procurement process is planned for selection of an engineer for the conveyance project.

Within the 2020-2024 financial plan for the service, \$3 million was allocated for the conveyance project in 2020. The scope of work to be completed by WSP through the contract amendment is solely required for the conveyance options and will be funded from the \$3 million within the conveyance project budget. Due to the delays from COVID-19, staff are not anticipating any other

project costs being incurred in 2020 so the bulk of the funds allocated for this year will likely be carried forward to 2021.

Prepared by:

Concurrence:

***K. La Rose***

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Kris La Rose, P.Eng  
Senior Manager Water/  
Wastewater Services

***M. Rutten***

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Marc Rutten, P.Eng  
General Manager of  
Engineering Services