

DECISION/DIRECTION NOTE

Title: Riverhead Capital Reserve Fund Expense
Procurement of Replacement Deep Well Bar Screen

Date Prepared: January 16, 2020

Report To: His Worship the Mayor and Members of Council

Ward: Not Ward Specific

Decision/Direction Required:

To seek a decision on proceeding with a purchase from the Capital Reserve Fund to replace the existing deep well bar screen at the Riverhead Wastewater Treatment Facility.

Discussion – Background and Current Status:

The Riverhead Wastewater Treatment Facility (WWTF) Capital Reserve Fund is being requested to be used for the purchase of a replacement deep well bar screen. The existing deep well bar screen must be replaced to provide reliable and continuous operation of the Riverhead WWTF.

The total estimated cost to supply and deliver a new deep well bar screen is \$233,000.00 USD (Taxes Extra).

Key Considerations/Implications:

1. Budget/Financial Implications

The Riverhead WWTF has identified sufficient funds within the Capital Reserve Fund to support this equipment replacement project. A detailed breakdown of contributions less purchases made through this program is provided as follows:

0000-36888 Reserve for Riverhead Wastewater Treatment Facility Equipment Replacement

2013 Contribution	\$416,398.55
2014 Contribution	\$421,258.92
Less: Conveyor/Compactor	\$(134,575.63)
2015 Contribution	\$423,443.81
Less: Pump Station HRV/SCADA Upgrade	\$(274,925.98)
2016 Contribution	\$423,365.55
2017 Contribution	\$425,071.84



Less: SCADA Server Replacement	\$(142,530.68)
2018 Contribution	\$441,414.76
2019 Contribution to date	\$25,884.37 ⁽ⁱ⁾
Balance:	\$2,024,805.51 ⁽ⁱⁱ⁾

Notes:

- (i) Remaining 2019 Contribution of \$415,000.00 has yet to be added to the reserve fund and is not reflected in the balance to date above.
- (ii) 2020 Contribution of \$415,000.00 (excluding interest) has yet to be added to the reserve fund and is not reflected in the balance to date above.

2. Partners or Other Stakeholders

N/A

3. Alignment with Strategic Directions/Adopted Plans

- **Strategic Plan Goal: An Effective City**

The Capital Reserve Fund provides the Riverhead WWTF with the ability to replace essential or failed equipment in a timely manner.

4. Legal or Policy Implications

N/A

5. Engagement and Communications Considerations

N/A

6. Human Resource Implications

N/A

7. Procurement Implications

The estimated timeframe for the replacement of the deep well bar screen is approximately 20 weeks.

8. Information Technology Implications

N/A

9. Other Implications

N/A



Recommendation:

The deep well bar screen is essential for reliable and continuous operation of the Riverhead Wastewater Treatment Facility. It is recommended that funding be made available through the Capital Reserve Fund to support the purchase of this equipment.

Prepared by/Signature:

Daniel Martin, P. Eng.
Manager, Regional Facilities

Signature: _____

Approved by/Date/Signature:

Lynnann Winsor, P.Eng., M.A.Sc.
Deputy City Manager, Public Works

Signature: _____

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