

Meeting Date: September 5, 2023
Department: Community Services
Report No.: CS-2023-21
Submitted by: Robert Lilbourne, Director of Community Services
Approved by: Trisha McKibbin, Chief Administrative Officer

SUBJECT: Fire Stations Indoor Air Quality (IAQ) – Testing Tender Award

RECOMMENDATION: THAT: Report CS-2023-21 titled Fire Stations Indoor Air Quality (IAQ) – Testing Tender Award be received for information and further;
THAT: Council approves the awarding of the tender to EXP Services Inc. for a value of \$6,537.05 including HST.

STRATEGIC PLAN ALIGNMENT:

This matter is in accord with the following strategic priorities:

Local Infrastructure - Households and business in Strathroy-Caradoc are supported by reliable, financially responsible and well-maintained infrastructure networks.

BACKGROUND:

At the July 4, 2023, Council meeting Councillor Derbyshire introduced the following Notice of Motion:

THAT: Council requests an air quality test and report in all Fire Halls including meeting rooms, and administration offices; and

THAT: the air quality test be performed by an outside source.

Moved by Councillor Derbyshire

Seconded by Deputy Mayor McGuire

At the July 17, 2023 meeting, the following motion was approved.

THAT: Council requests an air quality test and report in all Fire Halls including meeting rooms, and administration offices, and further;

THAT: the air quality test be performed by an outside source and;

THAT: Council directs staff to come back with a tender.

Moved by Councillor Derbyshire

Seconded by Mayor Grantham

COMMENTS:

Keeping in mind Council's directions staff developed the following Scope of Work to form the basis of the tender:

The Corporation of the Municipality of Strathroy-Caradoc is calling for complete tenders from qualified bidders to provide all labour, equipment, and materials to conduct IAQ testing within the administration and apparatus areas of all 3 stations located in Strathroy-Caradoc The locations are as follows:

Station 1 – 23 Zimmerman St, Strathroy ON

Station 2 – 688 Bowan St., Mt. Brydges ON

Station 3 – 21912 Melbourne Rd., Melbourne ON The

IAQ testing will consist of the following:

1. A qualified technologist under the direct supervision of a CIH/ROH shall complete the fieldwork.
2. The Municipality requires two “Top 35 VOC samples” from each Fire Hall, and one Blank, for a total of 7 Samples (note: please confirm the required number of blanks with your laboratory).
 - One sample will be collected in the **Administration Area** of each Station and one sample will be collected in the **Apparatus Bays** of each Station.
 - Ensure that each sample is run for a minimum of 2L/min for 4 hours (note: please confirm with your laboratory).
 - Include laboratory interpretation of the analytical results.

The Municipality advertised the tender on the Bids and Tenders page of the Municipal Website. At the time of closing, we received seven bids. The bids ranged from a low of \$6,537.05 to a high of \$10, 876.25 including HST.

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|------------------------------|-------------|
| EXP Services Inc | \$ 6,537.05 |
| Pinchin Ltd | \$ 7,006.00 |
| OH ENVIRONMENTAL INC | \$ 9,249.05 |
| T. Harris Environmental | \$ 9,374.48 |
| ECOH Management Inc. | \$ 9,605.00 |
| Safetech Environmental | \$ 9,718.00 |
| BluMetric Environmental Inc. | \$10,876.25 |

After reviewing the submissions, EXP Services Inc. is the recommended bidder meeting all the requirements and they were also the low bid.

CONSULTATION:

Brent Smith, Fire Chief

FINANCIAL IMPLICATIONS:

This is an unbudgeted expense and will be covered by the Administration Reserve Fund

ATTACHMENTS:

None