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Halifax Regional Council
April 17, 2007

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:

A handwritten signature in black ink, appearing to read "Dan English", written over a horizontal line.

Dan English, Chief Administrative Officer

A handwritten signature in black ink, appearing to read "Wayne Anstey", written over a horizontal line.

Wayne Anstey, Deputy Chief Administrative Officer - Operations

DATE: March 30, 2007

SUBJECT: Award - RFP No. 07-031 - Property Pesticide Application Assessment Program

ORIGIN

By-Law P-800 Respecting the Regulation of Pesticides, Herbicides and Insecticides (permitting process).

RECOMMENDATION

1. It is recommended that Council award RFP No. 07-031, Property Pesticide Application Assessment Program, to the highest scoring proponent, Clean Nova Scotia at a cost of \$102,123.73 (net HST included) for the 2007 season with funding from Operating Account No. D940 6999 as outlined in the Budget Implications section of this report.

2. It is recommended that Council approve the award for Year Two (2) in 2008 and Year Three (3) in 2009 of the contract, to Clean Nova Scotia for \$106,209.17 and \$110,458.03 (net HST included) respectively, subject to performance, need and available budget.

BACKGROUND

By-Law P-800 Respecting the Regulation of Pesticides, Herbicides and Insecticides was passed by Regional Council in August 2000.

Since the inception of the By-Law, the Pesticide Application Permit Assessments have been successfully carried out by qualified third party vendors. This has proven to be very cost and operationally effective for HRM.

DISCUSSION

Terms of Reference setting the scope of work was prepared and a Request for Proposal was issued and closed on February 20, 2007 for RFP No. 07-031, Property Pesticide Application Assessment Program. The overall objective of this program is to carry out the Pesticide By-Law related, Pesticide Application/Permit Assessment Program and related Public Education Programs on sustainable practices and alternatives to pesticides.

RFP Responses:

Proposals were received from the following firms:

Clean Nova Scotia
Ecology Action Centre

Both of these local non government environment organizations have successfully carried out the program over the past several years.

A Team consisting of staff of Sustainable Environmental Management Office and procurement evaluated the proposals based on the criteria listed in Appendix "A" Evaluation Scorecard:

The final scoring for all proponents is as follows:

Company	Scoring (Max.100)
Clean Nova Scotia	77
Ecology Action Centre	72

BUDGET IMPLICATIONS

Funding in the amount of \$102,123.73 will be available from Account No. D940 6999 pending approval of the 2007/08 Operating Budget. The Property Pesticide Application Assessment Program is a regular program funded from the Sustainable Environment Management Office programs

Operating Budget. Current year's costs (2006) are approximately \$100,000.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

An option is to set up an internal HRM program, complete with staff, vehicles, offices, computers and administrative support. This cost would be substantially greater.

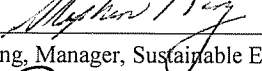
The qualified third party approach has been very cost and operationally effective. Therefore an in-house service is not recommended.

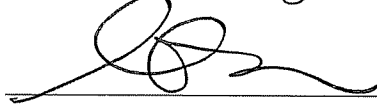
ATTACHMENTS

Appendix "A" Summary of Evaluation Criteria

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

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Report Approved by: 
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Financial Approval by: 
Catherine Sanderson, Senior Manager, Financial Services, 490-1562

Report Approved by: 
Brad Anguish, P.Eng., Director, Environmental Management Services, 490-4825

Appendix "A"
Summary of Evaluation Criteria

RFP No. 07-031 Property Pesticide Application Assessment Program			
Evaluation Criteria	Total Value	Clean Nova Scotia	Ecology Action Centre
1. Experience of Work Team	25	16	18
2. Technical Qualifications (15) and Support Capabilities (10)	25	16	18
3. Methodology and Workplan	25	20	16
4. Costs	25	25	20
Total	100	77	72
	Year	Amount /Year (including HST)	Amount /Year (including HST)
	Year 1 (2007)	\$102,123.73	\$127,099.30
	Year 2 (2008)	\$106,209.17	\$131,271.00
	Year 3 (2009)	\$110,458.03	\$131,271.00