

**REPORT TO INTEGRATED RESOURCE MANAGEMENT ADVISORY COMMITTEE  
MEETING OF WEDNESDAY, NOVEMBER 8, 2017**

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**SUBJECT**     Integrated Resource Management – Consolidated Technical Summary

**ISSUE**

To present the Consolidated Technical Summary document prepared by HDR Consulting to inform the procurement of an Integrated Resource Management (IRM) Facility within the Capital Regional District (CRD).

**BACKGROUND**

At its September 6, 2017 meeting, the CRD Board directed staff to:

*consolidate the technical reports and work of the IRM Committee and Task Force and work with the consultant to report back on development of the criteria to move the IRM project forward.*

As directed by the Board, the CRD's contracted IRM specialist HDR Consulting has consolidated the technical reports and the work of the CRD's IRM Advisory Committee and IRM Task Force, further informed by HDR's IRM research and experience, to produce the attached Consolidated Technical Summary report. This report presents a comprehensive summary of the findings to date, including twenty case studies of IRM facilities and initiatives worldwide. The consultants will present highlights from the report at the meeting on November 8.

The Consolidated Technical Summary also identifies a number of key procurement assumptions that were determined by HDR to be important factors in the successful procurement and development of an IRM facility:

- waste supply
- facility siting
- ownership and financing
- technology and risk tolerance
- recovered resources and resource markets
- procurement approach and contract structure

This consolidated report, along with the December 2017 IRM procurement workshop to be facilitated by HDR, will help to determine the CRD Board's key project criteria and provide a clear framework to inform the IRM procurement process. The focus of the December workshop will be to seek input and direction from the Board on key issues that will affect the approach applied in the IRM procurement process and evaluation criteria.

HDR will prepare supporting materials for the December workshop, primarily in the form of a presentation and summary sheets, to facilitate a discussion to inform the discussion on the CRD's key procurement assumptions for the development of an IRM Facility.

### **NEXT STEPS**

Following the December IRM procurement criteria workshop, the anticipated timing of the IRM procurement steps are as follows:

- January 2018 – IRM Project Plan adopted (including procurement assumptions and consultation plan)
- February/March 2018 – Consultation period on CRD IRM Project Plan
- March 2018 – Finalize IRM Project Plan
- Q2 2018 – Issue and Evaluate Request for Qualifications (RFQ)
- Q3/4 2018 – Issue Request for Proposals (RFP) upon decision by the Board to proceed

### **RECOMMENDATION**

That the Integrated Resource Management recommend to the Environmental Services Committee:

That the Integrated Resource Management Consolidated Technical Summary be forwarded to the Capital Regional District Board for information.

Submitted by:	Russ Smith, Senior Manager, Environmental Resource Management
Concurrence:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

RS:ac

Attachment: Appendix A – Integrated Resource Management Consolidation and Project Criteria Development – HDR