



TO: Chair and Members of the Board of Health

FROM: Bryna Warshawsky, Acting Medical Officer of Health

DATE: 2013 February 19

VECTOR BORNE DISEASE PROGRAM - REQUEST FOR PROPOSAL

Recommendations

It is recommended:

- 1. That Canadian Centre for Mosquito Management Inc. be awarded a two-year contract for West Nile Virus Larval Mosquito Surveillance & Control in the amount of \$169,400 (before taxes) per year; and further*
- 2. That GDG Environnement be awarded a two-year contract for Mosquito Identification and West Nile Virus Viral Testing in the amount of \$27,540 (before taxes) per year.*

Key Points

- A Request for Proposal (RFP) was issued to renew two contracts to deliver services for the Vector Borne Disease program and resulted in increased costs of \$37,523.
- The increase can be accommodated in the approved 2013 Vector Borne Disease program budget by reducing temporary and seasonal staffing, field and laboratory equipment, and promotional and advertising costs.

Background

As a result of West Nile Virus activity in Middlesex-London in 2012, and in accordance with the Ministry of Health and Long-Term Care's (MOHLTC) [*West Nile Virus: Preparedness and Prevention Plan for Ontario*](#), and [*Regulation 199/03 \(Control of West Nile Virus\)*](#) of the *Health Protection and Promotion Act*, the Middlesex-London Health Unit will perform surveillance and larviciding activities to control the West Nile Virus (WNV) in mosquito populations in Middlesex-London in 2013.

Similar to past years, the Health Unit will be required to contract the services of a qualified pest control management company to perform surveillance and larviciding activities for both catch basins and surface waters. In addition, contracted services for identification of adult mosquitoes and viral testing is also required. The contracts for these services expired in November, 2012.

Request for Proposal

On December 13, 2012, staff issued a Request for Proposals (RFP) for both larval mosquito surveillance and control (Part A), and mosquito identification and viral testing (Part B). Notice of the procurement opportunity was provided to eight known service providers and advertised on the Health Unit's website. Bidders had the option of bidding on Part A, Part B or both; the RFP closed on Thursday, January 10th, 2013 and three submissions were received. Two proponents bid on Part A, and three proponents bid on Part B.

An evaluation committee consisting of members from the Environmental Health Team and Finance and Operations Team evaluated all bids using a predetermined set of evaluation criteria which included personnel, experience, qualification, methodology, cost, timelines, reports, products, software programs, resources, and value added benefits.

For Part A, the evaluation committee recommends the contract be awarded to Canadian Centre for Mosquito Management Inc. in the amount of \$169,400 (exclusive of HST). This firm had the highest evaluation score, the lowest bid for Part A and, as our previous years' service provider, staff have direct knowledge of their performance.

For Part B, the evaluation committee recommends the contract be awarded to GDG Environnement in the amount of \$27,540 (exclusive of HST). GDG Environnement had the highest evaluation score, the lowest bid for Part B and, positive references from three municipal agencies.

Both contracts are for two years with the Health Unit having sole discretion for an optional third year. If the extension option is exercised then there will be no additional cost for Part A. However for Part B, there will be a 2.4% increase in the contract price for the third year. The two year contracts will stipulate that future years' services will be contingent on the staff receiving funding approvals for the program.

2013 Vector Borne Disease Budget Impact

On November 15, 2012, the Board of Health approved the 2013 Vector Borne Disease (VBD) program [cost-shared budget](#) in the amount of \$615,956, the same amount as the previous year. In 2012, the budget for these two contracts was \$162,884. Including the HST rebate, the 2013 contracts will cost \$200,407. The increase of \$37,523 will be accommodated in the 2013 approved budget by reducing temporary and seasonal staffing costs (\$27,523), field and laboratory equipment purchases (\$5,000), and promotional and advertising expenses (\$5,000).

Conclusion

As a result of the Request for Proposal process undertaken, staff members are recommending that the Board of Health award two-year contracts to Canadian Centre for Mosquito Management Inc. in the amount of \$169,400 and GDG Environnement in the amount of \$27,540, exclusive of taxes.

Mr. John Millson, Director of Finance and Operations, and Mr. Iqbal Kalsi, Manager, Environmental Health, will be in attendance at the February 19th meeting to address any questions the Board may have.

This report was prepared by Ms. Melody Couvillon, Manager, Procurement & Operations and Mr. Iqbal Kalsi, Manager, Environmental Health.



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