



Report to Council

Department: Infrastructure Services
Division: Operations
Date: September 21, 2020
Prepared by: Norm Nussio, Manager of Operations & Drainage
Report Number: Operations-2020-04
Subject: Results of Request for Tender -Supply of Bulk Winter Road Salt
Number of Pages: 3

Recommendation(s)

That Operations Report 2020-04 entitled Results of Request for Tender -Supply of Bulk Winter Road Salt prepared by Norm Nussio, Manager of Operations & Drainage dated September 21st, 2020 be received, and

That Council award the Request for Tender Supply of Bulk Winter Road Salt to K + S Windsor Salt Ltd. in the amount of \$424,850.00 included non-refundable HST.

That Council authorize Operations to fund the 2020-2021 Winter Control budget (Winter Control Material budget for 2020 is \$260,000.00), in the event there is an overexpenditure, from contingency reserves (earmarked for Winter Control) due to the unpredictable nature of winter storms.

Purpose

In accordance with the Town Procurement By-Law Number 1043, Council approval is required for purchases in excess of \$100,000.00. This report is to seek Council's approval to appoint a

qualified contractor to provide the Town with Winter Road Salt for the winter seasons of 2020-2021 and 2021-2022.

Background and Discussion

A Request for Tender, following the guidelines as set out in the Town’s Procurement By-Law Number 1043 was posted both on the Town’s website and Merx, and closed on September 2, 2020 at 3:00:00 pm.

The Tenders were reviewed for arithmetic errors, completeness, legibility, revisions and irregularities, with the results below:

Tenderer Name	Unit Price per Metric Ton including non- applicable taxes
K + S Windsor Salt Ltd.	\$84.97
Compass Minerals Canada Corp.	\$98.71

K + S Windsor Salt Ltd. submitted the lower bid which satisfied all of the tender specifications and requirements. This is one year contract with the option to extend one additional year. The second year price will be adjusted based on the Consumer Price Index (CPI) as published by the Bank of Canada.

Financial Impact

Based on an estimated quantity of 5000 tonnes, the total estimated amount for the winter season 2020-2021 including applicable taxes is \$424,850.00. In general, winter control budgets are based on 3-5 year rolling averages in attempts to predict upcoming expenditures. The 2020 operating budget for Winter Control Materials is \$260,000.00. The operating budget for 2021 will be adjusted accordingly based on current expenditures to date and anticipated 2021 expenditures. Due to the uncontrollable nature of winter storm events, in any given year we

may fall below or exceed this average, which will be funded from contingency reserves earmarked for Winter Control.

Consultations

Kate Giurissevich, Manager, Finance and Business Services/Deputy Treasurer

Jackson Tang, Assistant Manager, Business Services

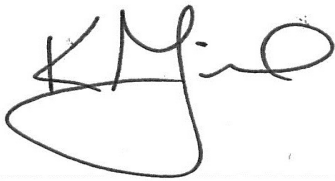
Link to Strategic Priorities

- Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.
- Improve the Town's capacity to meet the ongoing and future service needs of its citizens while ensuring the corporation is resilient in the face of unanticipated changes or disruptions.

Report Approval Details

Document Title:	Results of Request for Tender-Supply of Bulk Winter Salt.docx
Attachments:	
Final Approval Date:	Sep 15, 2020

This report and all of its attachments were approved and signed as outlined below:



Kevin Girard, Director, Infrastructure Services - Sep 15, 2020 - 2:13 PM



Chris Nepszy, Chief Administrative Officer - Sep 15, 2020 - 4:44 PM