



Report to Council

Department: Infrastructure Services
Division: Operations
Date: October 21, 2024
Prepared by: Norm Nussio C.E.T., CRS-I, Manager of Operation & Drainage
Report Number: Operations-2024-10
Subject: Result of Request for Tender- Road Salt Hauling
Number of Pages: 4

Recommendation(s)

That Operations-2024-10 entitled Result of Request for Tender- Road Salt Hauling prepared by Norm Nussio Manager of Operations & Drainage dated October 21,2024 be received, and

That Council award the Results of Request for Tender- Road Salt Hauling (RFT-ID-24-023) to Quinlan Incorporated, contract period is from November 01, 2024, to April 30th, 2024 with and option to extend the contract by 2 years, and

That Council permit the Treasurer (with Chief Administrative Officer Approval) to fund any over expenditure in relation to the Salt Hauling contract, from the Winter Control Reserve.

Purpose

According to procurement by-law 2129 section 26.00 and subsection 26.01-Contract Without Budgetary Approval, where a requirement exists to initiate a project for which goods and/or services are required and funds are not contained within the Council approved budget

to meet the proposed expenditure, the Department Head shall prior to commencement of the purchasing process, submit a report to Council containing:

- a) Information surrounding the requirement to Contract; and
- b) Information on the availability of the funds within in existing budgets, which were originally approved by Council for other purposes, or on the requirement of additional funds.
- c) Reports to Council shall be reviewed by the Treasurer prior to being placed on the Council agenda

Background and Discussion

The Town sought tenders closed on September 18, 2024, from qualified tenderers to supply the services of hauling road salt to both operations facilities during the months of November to late April from the Towns supplier K+S Windsor Salt located at 200 Morton Drive Windsor Ontario.

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

Bidder Name	Unit Price Per Hour for First Year (Including applicable taxes)
Jeff Shepley Excavating Ltd	\$8.64
Quinlan Inc	\$7.60

It is recommended that council award the contract to Quinlan Inc in the amount of \$7.60 per tonne.

Financial Impact

The average yearly expenditure for this work is approximately \$23,000. Unit Price will be adjusted annually based on the year over year change in the Total Consumer Price Index as published by the Bank of Canada on September 01 each successive year until the end of the contract. Winter Control budgets are based on a 3-5 year rolling averages to predict upcoming expenditures. Due to the uncontrollable nature of winter storm events, we may exceed this average. Provincial regulation sets out the minimum maintenance standards that must be met.

Currently this expenditure is funded through and within the annual 2024 approved operating budget. Should this operating expense exceed budgeted amounts, the excess would be funded through amounts held in the winter control reserve.

Consultations

Jackson Tang, Assistant Manager of Business Services

Ann Marie Unis Manager, Finance and Business Services

Kevin Girard, Director of Infrastructure Services

Kate Giurissevich, Director of Corporate Services/Treasurer

Link to Strategic Priorities

- Embrace asset management best practices to build, maintain, and continuously improve our municipally owned infrastructure.
- Leverage our Town's competitive advantages to promote jobs and economic investment.**
- Take care of our natural environment and strengthen the sense of belonging to everyone who **makes Essex "home"**.
- Deliver friendly customer service in an efficient, effective, and transparent manner while providing an exceptional working environment for our employees.
- Build corporate-level and community-level climate resilience through community engagement and partnership and corporate objectives.

Report Approval Details

Document Title:	Results of Request for Tender-Road Salt Hauling - Operations-2024-10.docx
Attachments:	
Final Approval Date:	Oct 15, 2024

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



Kevin Girard, Director, Infrastructure Services - Oct 15, 2024 - 11:50 AM



Kate Giurissevich, Director, Corporate Services - Oct 15, 2024 - 12:40 PM



Doug Sweet, Chief Administrative Officer - Oct 15, 2024 - 1:20 PM