



Report to Council

Department: Community Services
Division: Parks and Facilities
Date: July 7, 2025
Prepared by: Rodney Klie Manager, Parks and Facilities
Report Number: Parks and Facilities-2025-05
Subject: Supply and Install Generator at Harrow Arena – Tender Results and Grant Funding
Number of Pages: 3

Recommendation(s)

That Parks and Facilities-2025-05 entitled Supply and Install Generator at Harrow Arena - Tender Results and Grant Funding prepared by Rodney Klie Manager, Parks and Facilities dated July 7, 2025, be received, and

That Council **award** the supply and install generator at the Harrow and Colchester South Community Centre ("Harrow Arena") (CS-25-0021) to Anchor Hydro in the amount of \$146,784.73, including non-refundable Harmonized Sales Tax.

That Council **receive** for information that the Town of Essex was awarded grant funding from "Federation of Canadian Municipalities" **in the amount of \$97,300.00** towards project CS-25-0021.

Purpose

In accordance with the Town's Procurement By-Law Number 2437, a Request for Tender (RFT) was issued for Supply and Install Generator at Harrow Arena. Since the project cost estimate

included in the successful proponent's tender exceeded \$120,000.00, Council must approve this tender in accordance with the Town's Procurement By-Law.

Background and Discussion

In 2023 the Town of Essex endured several natural disasters and extreme weather events, such as ice storms, tornadoes, and floods. In response to these events, and to help the residents in our community, the Town opened Emergency Relief Shelters at both the Essex Center Sports Complex and The Harrow and Colchester South Community Centre. During one of these events, power was lost to the facilities and the shelters had to be closed. After reviewing this situation, Council asked administration to investigate options for the installation of back-up generators at the Town's arena facilities. The estimates to have the entire facility connected to the generator was extremely high, so administration investigated options to ease the financial impact on the taxpayers. Administration worked with electrical contractors and engineers to develop a design that will power the essential portions of the facility if the Emergency Relief Shelters were opened; this greatly reduced the financial cost of the project.

The Town of Essex administration applied for the Green Municipal Fund Grant through the Federation of Canadian Municipalities and was successful in receiving \$97,300.

A Request for Tender following the guidelines as set out in the Town's Procurement By-Law Number 2437 for the Supply and Install Generator at Harrow Arena was posted on the Town's website, and closed on June 11, 2025, at 3:00:00 PM.

Seven (7) tenders were received, and reviewed for arithmetic errors, completeness, legibility, revisions, and irregularities. There were no apparent unbalanced prices in the Schedule of Items and Prices. The results of the submitted tender prices, including the base bid, are noted in Table below:

Name of Tenderer	Total Tender Price (Including HST)
EEL Line Corporation	\$259,900.00
Orak Construction Inc. / Orak Stucco Ltd.	\$192,670.65
Vollmer Inc	\$225,774.00
Anchor Hydro	\$154,632.59
Power Serve Inc	\$169,217.50
ANET Fiber Tech Inc.	\$223,740.00
Honey Electric Ltd.	\$234,788.18

Anchor Hydro was the lowest compliant bidder, meeting all the technical requirements outlined in the tender at an amount of \$154, 632.59 (including refundable and non-refundable HST). They also offered an optional upgrade to a 48-hour fuel tank at a cost of \$7,533.29 (including non-refundable tax). Even with the inclusion of this upgrade, Anchor Hydro remains the lowest bidder. The total tender price with the upgrade (discounted to account for refundable tax) is \$146,784.73, remaining within budget.

Financial Impact

There is no financial impact as this capital project for the Supply and Install Generator at Harrow Arena (CS-25-0021) falls within the approved budget of \$160,780.80.

Consultations

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:	Supply and Install Generator at Harrow Arena - Tender Results and Grant Funding - Parks and Facilities-2025-05.docx
Attachments:	
Final Approval Date:	Jul 2, 2025

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

A handwritten signature in black ink, appearing to read 'J. Morassut', is shown on a light blue background.

Jake Morassut, Director, Community Services - Jun 30, 2025 - 1:42 PM

No Signature - Task assigned to Kate Giurissevich, Chief Administrative Officer was completed by delegate Joseph Malandrucolo, Director, Legal and Legislative Services/Clerk

Kate Giurissevich, Chief Administrative Officer - Jul 2, 2025 - 4:08 PM