



Report to Council

Department: Community Services
Division: Parks and Facilities
Date: August 11, 2025
Prepared by: Rodney Klie, Manager, Parks and Facilities
Report Number: Parks and Facilities-2025-06
Subject: Colchester Harbour Annual Maintenance Dredging
Tender Results
Number of Pages: 5

Recommendation(s)

That Parks and Facilities-2025-06 entitled Colchester Harbour Annual Maintenance Dredging Tender Results prepared by Rodney Klie, Manager, Parks and Facilities dated August 11, 2025 be received, and

That Council award the tender for the annual Colchester Harbour maintenance dredging to Cobby Marine (1985) Inc., and

That Council approve issuing the yearly agreement with costs up to \$95,654.40 including non-refundable taxes for 2025, and

That Council approve the yearly agreement with costs up to \$97,180.80 per year for 2026 to 2028 including non-refundable taxes subject to the evaluation of yearly depth soundings, availability of funding, and the annual budget approval.

Purpose

In accordance with the Town's Procurement By-Law number 2437, a Request for Tender (RFT) was issued for Colchester Harbour Annual Maintenance Dredging Services. Since this RFT is a multi-year agreement and has cost estimate exceeded \$130,000.00, Council must approve the tender in accordance with the Town's Procurement By-Law.

Background and Discussion

The Town of Essex is in a lease agreement with the Federal Government for the operations of the Colchester Harbour. Even prior to amalgamation, the Town has been responsible for the operations and maintenance. To ensure the Harbour remains safe and navigable, regular dredging is required due to the ongoing sediment accumulation. Each year, Administration applies to the Federal Government for funding assistance to support the costs associated with this maintenance activity. Based on annual approvals, the Town has been able to carry out necessary dredging operations.

Each year, Administration applies to the Department of Fisheries and Oceans to obtain the required permits to perform dredging in accordance with environmental and regulatory standards. This year the Town was successful in obtaining a 5-year dredging permit, allowing for a streamlined process for future maintenance activities, provided work is carried out in accordance with the approved permit conditions.

To manage operational costs and provide budget predictability, Administration issued a request for tender for a multi-year maintenance agreement for dredging services. Two (2) tenders were received and reviewed for arithmetic accuracy, completeness, legibility, revisions, and any irregularities. No issues were identified during this review. The tender results, including HST, are summarized in the table below:

Name of Tenderer	2025 (including non-refundable taxes)	2026 (including non-refundable taxes)	2027 (including non-refundable taxes)	2028 (including non-refundable taxes)
Cobby Marine (1985) Inc.	\$95,654.40	\$97,180.80	\$97,180.80	\$97,180.80
Jones Marine Services Inc.	\$97,699.78	\$102,589.34	\$107,729.49	\$113,122.07

Cobby Marine (1985) Inc. submitted the lowest compliant bid, meeting all the requirements of the tender, at a total amount of \$387,196.80 for the 4-year agreement.

As part of the contract scope, an annual soundings report will be conducted to confirm the volume of material dredged and identify areas requiring future maintenance. The extent of dredging completed each year will be contingent upon the level of federal grant funding approved. Any remaining costs not covered by the grant will be funded through the existing Harbour operational budget.

Financial Impact

There is no financial impact to the Town in 2025, as the required funds have already been approved within the Harbour operational budget. Future year costs will be addressed through the annual budget deliberation process, providing Council with a predictable and known cost for ongoing Harbour maintenance.

Consultations

Jackson Tang, Assistant Manager, Finance and Business Services

Jake Morassut, Director, Community Services

Kate Giurissevich, CAO

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:	Colchester Harbour Maintenance Dredging Multi-year Tender Results - Parks and Facilities-2025-06.docx
Attachments:	
Final Approval Date:	Aug 6, 2025

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

No Signature - Task assigned to Jake Morassut, Director, Community Services was completed by workflow administrator Shelley Brown, Deputy Clerk, Legal and Legislative Services

Jake Morassut, Director, Community Services - Aug 5, 2025 - 1:30 PM

A handwritten signature in black ink that reads "Kate Giurissevich". The signature is written in a cursive style and is positioned above the name and title of the signatory.

Kate Giurissevich, Chief Administrative Officer - Aug 6, 2025 - 9:59 AM