



## Report to Council

Department: Infrastructure Services  
Division: Operations  
Date: November 3, 2025  
Prepared by: Norm Nussio, Manager of Operations and Drainage  
Report Number: Operations-2025-12  
Subject: "Results of Request for Quotation-Sidewalk Winter Control Essex, Harrow and Colchester Centres"  
Number of Pages: 4

### Recommendation(s)

**That** Operations-2025-12 entitled "Results of Request for Quotation-Sidewalk Winter Control Essex, Harrow and Colchester Centres" prepared by Norm Nussio Manager of Operations and Drainage dated November 3, 2025, be received, and

**That** Council award "Results of Request for Quotation-Sidewalk Winter Control Essex, Harrow and Colchester Centres" to Landscape Effects Group in the estimated amount of \$135,000.00 per year including non-refundable taxes with an option to extend another 2 years, and

**That** Council authorize excess expenditures incurred over the 2025-2026 Winter Control budgets to be funded from contingency reserve for Winter Control.

**Purpose**

In accordance with the Town Procurement By-Law Number 2437, Council approval is required for purchases in excess of \$130,000.00.

**Background and Discussion**

A Request for Tender, following the guidelines as set out in the Town’s Procurement By-Law Number 2437 was posted both on the Town’s website and Merx, and closed on October 29, 2025, at 3:00:00 pm.

One tender was received and reviewed for arithmetic errors, completeness, legibility, revisions, and irregularities, with the results below:

| <b>Tenderer Name</b>    | <b>Unit Price per occurrence including non-refundable taxes</b> |
|-------------------------|-----------------------------------------------------------------|
| Landscape Effects Group | \$7,492.08                                                      |

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Landscape Effects Group was the previous supplier and only bidder and satisfied all the tender specifications and requirements. The pricing of this contract has increased approximately 12 percent over the previous contract however this pricing includes additional sidewalks and pathways in all three centres. The unit pricing in the table above is based on a combination of plowing and salting all sidewalks contained within in the contract for each occurrence. This is a one-year contract with the option to extend two additional years. The second- and third-year price will be adjusted based on the Consumer Price Index (CPI) as published by the Bank of Canada.

## **Financial Impact**

In general, winter control budgets are based on 3–5-year rolling averages in attempts to predict upcoming expenditures. The 2025 operating budget for Winter Control Contractors is \$200,000.00, this includes sidewalk contractor, North Route Contractor, Beach Roads contractor and salt hauling contractor that all pertain to winter control. The operating budget for 2026 will be adjusted accordingly based on current expenditures to date and anticipated 2026 expenditures. Due to the uncontrollable nature of winter storm events, in any given year expenses may fall below or exceed this average. Any deficit in Winter Control (expense above approved budget) is funded from contingency reserves earmarked for Winter Control at year end. Any surplus in Winter Control (expenses below approved budget) is transferred into the Contingency Reserve for Winter Control at year end.

## **Consultations**

Jackson Tang, Assistant Manager, Business Services

Kevin Girard, Director, Infrastructure Services

Kate Rowe, Director, Corporate Services

**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 Quotation-Sidewalk Winter Control Essex, Harrow and Colchester Centres - Operations-2025-12.docx |
| Attachments:         |                                                                                                                         |
| Final Approval Date: | Oct 30, 2025                                                                                                            |

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



**Kevin Girard, Director, Infrastructure Services - Oct 30, 2025 - 1:45 PM**



**Kate Giurissevich, Chief Administrative Officer - Oct 30, 2025 - 3:10 PM**