



Report to Council

Department: Infrastructure Services
Division: Capital Works and Infrastructure
Date: May 17, 2021
Prepared by: Kevin Girard, P.Eng., MBA,
Director, Infrastructure Services
Report Number: Capital Works and Infrastructure-2021-06
Subject: Results of Request for Tender – Surface Treatment 2021
Number of Pages: 4

Recommendation(s)

That Capital Works and Infrastructure 2021-06 entitled, “Results of Request for Tender – Surface Treatment 2021” prepared by Kevin Girard, Director, Infrastructure Services dated May 17, 2021 be received;

That Council award the Request for Tender – Surface Treatment – 2021 (RFT-ID-21-013) to Shepley Road Maintenance Limited in the amount of \$621,103.55 including non-refundable HST; and

That Council approve the additional funding of \$7,694.42 (including non-refundable HST) above the approved 2021 Capital Budget of \$150,000 for Project PW-21-0013 from the Asset Management Lifecycle Reserve.

Purpose

In accordance with the Town Procurement By-Law 1043, Council approval is required for purchases in excess of \$100,000.00. This report is to seek Council's approval to award the request for tender for the 2021 Surface Treatment contract.

Background and Discussion

The Town of Essex sought Tenders from qualified contractors for the 2021 Surface Treatment including the supply and application of surface treatment pavement in accordance with Ontario Provincial Specification Standards 304 for various roads. As identified in the approved 2021 budget, this maintenance contract is used to conduct repairs on various town roads that will extend the useful life of the road.

A Request for Tender following the guidelines as set out in the Town's Procurement By-Law Number 1043 for the Surface Treatment was posted both on the Town's website and Merx, and closed on April 14, 2021 at 3:00:00 PM.

Two 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 are noted in Table below:

Name of Tenderer	Total Tender Price	Total Tender Price including non-refundable Harmonized Sales Tax (1.76%)
Shepley Road Maintenance Ltd.	\$ 610,361.20	\$ 621,103.56
Norjohn Contracting and Paving Ltd.	\$ 663,370.60	\$ 675,045.92

Shepley Road Maintenance Limited submitted the lower bid and they are the previous supplier for surface treatment with satisfactory services.

Financial Impact

As per the 2021 approved budget and displayed in the table below, \$715,000.00 has been allocated for the subject works. This Request for Tender result (\$621,103.55 including the non-refundable Harmonized Sales Tax) is within our budgeted funds.

Project Number	Project Name	Approved Budget	Total Tender Price including non-refundable Harmonized Sales Tax (1.76%)
Operation's Budget	Spray Patching	\$95,000.00	\$ 94,982.78
PW-21-0039	8 th Concession between Ferriss and County Road 23	\$ 75,000.00	\$64,295.02
PW-21-0038	4 th Concession Road Between Essex County Road # 23 and McCormick Road	\$ 95,000.00	\$77,005.86
PW-21-0035	Gore Road between Essex County Road # 13 to Wright Road	\$ 80,000.00	\$ 70,848.57
PW-21-0006	Old Malden Road between Concession Road # 14 to Concession Road # 12	\$220,000.00	\$156,276.90

PW-21-0013	Surface Treatment	\$150,000.00	\$ 157,694.42
Total		\$715,000.00	\$ 621,103.55

The results of RFT-ID-21-013 resulted in a surplus of \$93,879.23 in the 2021 Capital Roads Budget. Since other roads projects have yet to be tendered, such as the Arthur-Gosfield-Maidstone Intersection Improvements, Victor Street Reconstruction, and Viscount Parkway, it is recommended that the surplus remain unspent to fund any potential overages of those projects, should funding methods align.

As shown in the table above, the 2021 capital budget for PW-21-0013 is not sufficient to complete this project. It is recommended that the additional \$7,694.42 for PW-21-0013 be funded from the Asset Management Lifecycle Reserve.

Consultations

Jackson Tang, Assistant Manager, Business Services

Richard Beausoleil, Manager, Capital Works and Infrastructure

Jeffrey Morrison, Director, Corporate Services/Treasurer

Kate Giurissevich, Manager, Finance and 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.

Report Approval Details

Document Title:	Results of Request for Tender - Surface Treatment 2021 - Capital Works and Infrastructure-2021-06.docx
Attachments:	
Final Approval Date:	May 11, 2021

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

A handwritten signature in black ink, appearing to read "Chris Nepszy". The signature is fluid and cursive, with a large initial "C" and a stylized "N".

Chris Nepszy, Chief Administrative Officer - May 11, 2021 - 11:04 AM