



Report to Council

Department: Community Services
Division: Parks and Facilities
Date: August 3, 2021
Prepared by: Jay Affleck, Assistant Manager, Park and Facilities
Report Number: Parks and Facilities-2021-09
Subject: Colchester Harbour Maintenance Dredging
Number of Pages: 3

Recommendation(s)

1. **That** Community Services Report 2021-09 entitled “Colchester Harbour Maintenance Dredging” be received, and further,
2. **That** Council award to Cobby Marine and Crain the 2021-2022 maintenance dredging contract for the Colchester Harbour in the amount of \$125,164.80 (including non-refundable HST).

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 2021-2022 maintenance dredging contract to Cobby Marine.

Background and Discussion

The Colchester Harbour has become a popular location for boaters in recent years, with increased traffic and increased seasonal slip holders. Since 2016 administration has not requested dredging services due to higher water levels. With high water levels, the boats have a greater distance from the top of the water and the lake bottom, so there was no worry of boats getting stuck on the lake floor within the Harbour.

Water levels in the Great Lakes are beginning to lower which means that the distance between the lake bottom and the top of the water is reduce, leaving less clearance for boats, with a higher emphasis on sail boats as they have a deep keel (used for balance). Due to this reduced water level, **administration requested “sonar soundings” which reads the depth** levels and indicates problematic areas. With this report, administration determined there is a need for maintenance dredging.

A Request for Tender following the guidelines **as set out in the Town’s Procurement By-Law** Number 1043 for the Colchester Harbour Maintenance Dredging was posted both on the **Town’s website and Merx, and closed on June 9, 2021 at 3:00:00 PM.**

Only one Tender was received from the previous supplier, Cobby Marine (1985) inc. and administration reviewed the Tender submissions for arithmetic errors, completeness, legibility, and irregularities as well as specifications compliance. There were no apparent unbalanced prices and Administration found it to be complete. The results of the submitted tender prices for two year contract are noted in Table below:

Name of Tenderer	Total Tender price including non-refundable Harmonized Sales Tax (1.76%) Year 1	Total Tender price including non-refundable Harmonized Sales Tax (1.76%) Year 2
Cobby Marine and Crain	\$69,495.00	\$69,495.00

Based on the pricing provided, it is recommended that the lowest tender submitted by Cobby Marine be accepted.

Financial Impact

The Department of Fisheries and Oceans have committed funding of \$31,291.20 since there is an agreement with a 50%/50% cost sharing for projects up to \$40,000.00 per year. The Town of Essex will pay the full invoice amount of \$69,495.00 (including non-refundable tax) for the project and invoice the Department of Fisheries and Oceans for the subsidized amount. As this will be funded through the approved 2021 operating budget as well as the Department of Fisheries and Oceans there is no net impact to the 2021 budget.

Name of Payee	Price including non-refundable Tax (1.76%) Year 1	Price including non-refundable Tax (1.76%) Year 2
Town of Essex	\$31,291.20	\$31,291.20
Department of Fisheries and Oceans	\$31,291.20	\$31,291.20
Total	\$62,582.40	\$62,582.40

Consultations

Reviewed by: Doug Sweet, Deputy CAO and Director of Community Services

Reviewed by: Kate Giurissevich, Acting Director, Corporate Services

Review by: Jackson Tang, Assistant Manager, Business Services

Reviewed by: Jake Morassut, Manager, Parks & Facilities

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.
- Improve the Town's capacity** to meet the ongoing and future service needs of its citizens while ensuring the corporation is resilient in the face of unanticipated changes or disruptions.

Report Approval Details

Document Title:	Colchester Harbour Dredging - Parks and Facilities-2021-09.docx
Attachments:	
Final Approval Date:	Aug 18, 2021

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

A handwritten signature in black ink, appearing to read 'Doug Sweet', with a long horizontal stroke extending to the right.

Doug Sweet, Director, CS/Deputy CAO - Aug 18, 2021 - 12:41 PM

Chris Nepszy, Chief Administrative Officer - Aug 18, 2021 - 1:01 PM