



Report to Council

Department: Infrastructure Services
Division: Operations
Date: January 17, 2022
Prepared by: Norm Nussio C.E.T., CRS-I, Manager of Operation & Drainage
Report Number: Operations-2022-01
Subject: Result of Request for Tender- Road Salt Hauling
Number of Pages: 4

Recommendation(s)

That Operations-2022-01 entitled Result of Request for Tender- Road Salt Hauling prepared by Norm Nussio Manager of Operations & Drainage dated January 17th, 2022 be received, and

That Council award the Results of Request for Tender- Road Salt Hauling (RFT-ID-21-025) to Quinlan Incorporated, contract period is from February 01, 2022 to April 30th, 2024

That Council permit the Treasurer (with Chief Administrative Officer Approval) to fund any over expenditure in relation to the Salt Hauling contract, from the Winter Control Reserve.

Purpose

According to procurement by-law 1043 section 26.00 and subsubsection 26.01-Contract Without Budgetary Approval, where a requirement exists to initiate a project for which goods and/or services are required and funds are not contained within the Council approved budget to meet the proposed expenditure, the Department Head shall prior to commencement of the purchasing process, submit a report to Council containing:

- a) Information surrounding the requirement to Contract; and
- b) Information on the availability of the funds within in existing budgets, which were originally approved by Council for other purposes, or on the requirement of additional funds.
- c) Reports to Council shall be reviewed by the Treasurer prior to being placed on the Council agenda

Background and Discussion

The Town sought tenders closed on December 08, 2021, from qualified tenderers to supply the services of hauling road salt to both operations facilities during the months of November to late April from the Towns supplier K+S Windsor Salt located at 200 Morton Drive Windsor Ontario.

The tenders received were reviewed for arithmetic errors, completeness, legibility, revisions and irregularities, with the results below:

| Bidder Name | Unit Price Per Hour for First Year (Including applicable taxes) |
|-----------------------------|--|
| Jeff Shepley Excavating Ltd | \$7.69 |
| Quinlan Inc | \$6.51 |

It is recommended that council award the contract to Quinlan Inc in the amount of \$6.51 per tonne.

Financial Impact

The average yearly expenditure for this work is approximately \$23,000. Unit Price will be adjusted annually based on the year over year change in the Total Consumer Price Index as published by the Bank of Canada on September 01 each successive year until the end

of the contract. Winter Control budgets are based on a 3-5 year rolling averages to predict upcoming expenditures. Due to the uncontrollable nature of winter storm events, we may exceed this average. Provincial regulation sets out the minimum maintenance standards that must be met.

Currently this expenditure is funded through and within the annual 2022 approved operating budget. Should this operating expense exceed budgeted amounts, the excess would be funded through amounts held in the winter control reserve.

Consultations

Jackson Tang, Assistant Manager of Business Services

Kate Giurissevich Manager, Finance and Business Services/Deputy Treasurer

Kevin Girard, Director of Infrastructure 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.
- ☐ 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

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|----------------------|--|
| Document Title: | Results of Request for Tender- Road Salt Hauling - Operations-2022-01.docx |
| Attachments: | |
| Final Approval Date: | Jan 13, 2022 |

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

A handwritten signature in black ink, appearing to read 'K. Girard', written over a light blue horizontal line.

Kevin Girard, Director, Infrastructure Services - Jan 13, 2022 - 12:01 PM

A handwritten signature in black ink, appearing to read 'Doug Sweet', written over a light blue horizontal line.

Doug Sweet, Chief Administrative Officer - Jan 13, 2022 - 12:20 PM