



Report to Council

Department: Infrastructure Services
Division: Capital Works and Infrastructure
Date: July 6, 2020
Prepared by: Jackson Tang, Assistant Manager, Business Services
Report Number: Capital Works and Infrastructure-2020-05
Subject: Results of Request for Tender – Surface Treatment 2020
Number of Pages: 3

Recommendation(s)

That Capital Works and Infrastructure 2020-05 entitled Results of Request for Tender – Surface Treatment 2020 prepared by Jackson Tang, Assistant Manager, Business Services dated July 06, 2020 be received, and

That Council award the Request for Tender – Surface Treatment 2020 to Shepley Road Maintenance Limited in the amount of \$209,046.33 including non-refundable Harmonized Sales Tax.

Purpose

In accordance with the Town Procurement By-Law Number 1043, Council approval is required for purchases in excess of \$100,000.00. This report is to seek Council's approval to appoint a qualified contractor for the 2020 Surface Treatment Contract.

Background and Discussion

The Town of Essex sought Tenders from qualified contractors for the 2020 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 2020 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 was posted both on the Town's website and Merx, and closed on May 27, 2020 at 3:00:00 pm.

The Tenders were reviewed for arithmetic errors, completeness, legibility, revisions and irregularities. In addition, 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 including Harmonized Sales Tax (13%)	Total Tender Price including non-refundable Harmonized Sales Tax (1.76%)
Shepley Road Maintenance Limited	\$232,136.75	\$209,046.33
Norjohn Contracting and Paving Limited	\$253,894.05	\$228,639.46

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

Financial Impact

The approved Capital Budget (PW-20-0011, GL Account: 2-3-31-310-55450) and Operating Budget (GL Account: 1-3-31-310-55455) for the 2020 surface treatment works, including spray patching is \$150,000 and \$170,000 respectively. As a result, there are sufficient funds in the approved budget to proceed with the works as detailed within this report by Shepley Road Maintenance Limited in the amount of \$209,046.33 including non-refundable Harmonized Sales Tax.

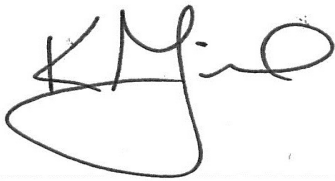
Link to Strategic Priorities

- 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 2020 - Capital Works and Infrastructure-2020-05.docx
Attachments:	
Final Approval Date:	Jun 30, 2020

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



Kevin Girard, Director, Infrastructure Services - Jun 30, 2020 - 9:55 AM



Chris Nepszy, Chief Administrative Officer - Jun 30, 2020 - 2:39 PM