



Report to Council

Department: Infrastructure Services
Division: Drainage
Date: April 15, 2024
Prepared by: Norm Nussio C.E.T., CRS-I, Manager of Operations and Drainage
Report Number: Drainage-2024-05
Subject: Results of Request for Tender-Richmond Drain
Number of Pages: 3

Recommendation(s)

That Operations-2024-05 entitled Results of Request for Tender-Richmond Drain prepared by Nom Nussio Manager of Operations and Drainage dated April 15, 2024, be received, and

That Council award Request for Tender-Richmond Drain to South Shore Contracting of Essex County Inc. in the amount of \$894,353.38 including \$100,000.00 in contingency and non-refundable Harmonized Sales Tax.

Purpose

In accordance with the Town Procurement By-Law Number 2129, Council approval is required for purchases in excess of \$300,000.00. **This report is to seek Council's approval to appoint a** qualified contractor to provide the Town with services to make improvement to the Richmond Drain.

Background and Discussion

In the 2024 Capital Budget Infrastructure Services allocated funding to retain a contractor to continue with phases two and three of the Richmond Drain bank repairs along the 5th concession.

A Request for Tender, following the guidelines as set out in the Town's Procurement By-Law Number 2129 was posted both on the Town's website and Merx, and closed on March 20, 2024, 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 amount including \$100,000.00 Contingency and non-refundable Harmonized Sales Tax (1.76%)
South Shore Contracting of Essex County Inc.	\$894,353.38
Sterling Ridge Infrastructure Inc.	\$1,031,439.36
Nevan Construction Inc.	\$1,052,910.72
Murray Mills Excavating & Trucking (Sarnia) Ltd.	\$1,415,390.02

The Town of Essex and the appointed engineer of the project (Rood Engineering) have reviewed the tender submissions and recommend that council award this contract to the lowest tenderer South Shore Contractors of Essex County Inc.

Financial Impact

In the 2024 capital budget under project number PW-23-0022 (\$1,000,000.00) and PW-24-0018 (\$800,000.00) there is a total of \$1,800,000.00. This project came in significantly lower than the budgeted amount therefore there is sufficient funding to complete this project.

Consultations

Jackson Tang, Assistant Manager of Business Services

Ann Marie Unis, Manager of Finance and Business Services

Kate Giurissevich, Director, Corporate Services/ Treasurer

Kevin Girard, Director of Infrastructure Service

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 Tender-Richmond Drain - Drainage-2024-05.docx
Attachments:	
Final Approval Date:	Apr 8, 2024

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

No Signature - Task assigned to Kevin Girard, Director, Infrastructure Services was completed by workflow administrator Cassandra Lauzon, Legislative Clerk

Kevin Girard, Director, Infrastructure Services - Apr 8, 2024 - 12:38 PM

A handwritten signature in black ink, appearing to read "Doug Sweet", with a stylized flourish at the end.

Doug Sweet, Chief Administrative Officer - Apr 8, 2024 - 12:38 PM

No Signature found

Kate Giurissevich, Director, Corporate Services - Apr 8, 2024 - 1:04 PM