



## THE CORPORATION OF THE TOWN OF AMHERSTBURG

### OFFICE OF ENGINEERING AND PUBLIC WORKS

**MISSION STATEMENT:** *Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.*

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**To:** Mayor and Members of Town Council

**Subject:** 2021 Road Maintenance (Tar and Chip) Program – Award of Tender

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#### 1. **RECOMMENDATION:**

It is recommended that:

1. An over-expenditure not to exceed \$10,000 for the 2021 Road Maintenance (Tar and Chip) Program capital project, to be funded from current taxation, **BE APPROVED**;
2. The 2021 Road Maintenance (Tar and Chip) Program Tender **BE AWARDED** to Shepley Road Maintenance Limited in an amount of \$206,210 plus applicable taxes; and,
3. The Mayor and Clerk **BE AUTHORIZED** to execute an agreement with Shepley Road Maintenance Limited for completion of the 2021 Tar and Chip Program.

#### 2. **BACKGROUND:**

The Town advertised a Request for Tenders (RFT) for the 2021 Surface Treatment (Tar and Chip) Program on March 3, 2021. The Surface Treatment (Tar and Chip) Program maintains the surface treatment on various roads in the rural area of Amherstburg.

#### 3. **DISCUSSION:**

The RFT closed for this project at 11:00 a.m. on Friday March 19, 2021. The Town received **one** tender submission that was processed electronically via the Bids and Tenders system. In accordance with the Council approved procurement policy where only one bid is received (Article 15.6.2) bidders must acknowledge that the Town has

the right to accept, reject or negotiate the submitted bid. Upon review of the submitted bid Administration has accepted the bid as submitted from Shepley Road Maintenance Ltd as received.

The tender was reviewed electronically to ensure there were no mathematical errors or omissions. The tender result is:

	Bidder	Tender Amount (excluding HST)
1.	Shepley Road Maintenance Ltd.	\$206,210

#### **4. RISK ANALYSIS:**

The Town is required to meet minimum maintenance standards for road infrastructure in order to provide an acceptable level of service and to mitigate the Town's risk related to claims against the Town. Award of the tender will allow 2021 road maintenance works to proceed in support of maintaining roads to the minimum standard.

#### **5. FINANCIAL MATTERS:**

The one tender bid received was \$206,210 plus HST.

The financial impact for the recommended contract would be as follows:

Public Works Budget Centre - Capital	Budget	Actual (incl. net HST)	Variance (over)/under
Expense:			
Tar and Chip Program - Capital	\$200,000	\$209,840	(\$9,840)
Funding:			
Transfer from Reserve – Lifecycle	\$200,000	\$200,000	\$ -
Current Taxation	-	9,840	( 9,840)
<b>Total Funding - Capital</b>	<b>\$200,000</b>	<b>\$209,840</b>	<b>(\$9,840)</b>

The recommended \$9,840 over-expenditure for the 2021 Tar and Chip Program capital works can be offset by under-expenditure in the Operating Budget – Public Works Budget Centre - Road Maintenance account. As a result, no net impact to taxation funded results is expected for 2021.

#### **6. CONSULTATIONS:**

The Financial Planning Administrator provided information on the tender review regarding tender compliance.

Cheryl Horrobin, Director of Corporate Services

7. **CONCLUSION:**

Administration recommends that the tender for the 2021 Tar and Chip be awarded to Shepley Road Maintenance Ltd. as outlined in this report.



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Eric Chamberlain  
**Manager of Roads and Fleet**

## Report Approval Details

Document Title:	2021 Tar and Chip Program - Tender Award.docx
Attachments:	- AGREEMENT.docx
Final Approval Date:	Apr 6, 2021

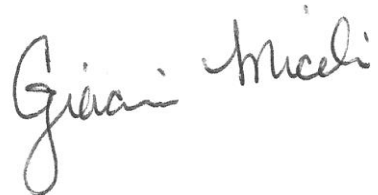
This report and all of its attachments were approved and signed as outlined below:



Antonietta Giofu



Cheryl Horrobin



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Paula Parker