



Staff Report

Infrastructure & Public Works Department

Report To: Committee of The Whole
Meeting Date: October 3, 2016
Report Number: CSPW.16.118
Subject: Contract Extension for Sidewalk and Parking Lot Winter Maintenance, Snowplowing, Sanding and Salting, 2012-3-T-EPW
Prepared by: Jim McCannell, Manager Roads and Drainage, on behalf of the Tender Award Committee (TPAC)

A. Recommendations

THAT Council receive Report CSPW.16.118 “Contract Extension for Sidewalk and Parking Lot Winter Maintenance, Snowplowing, Sanding and Salting, 2012-3-T-EPW”;

AND THAT Council extend the 2016 / 2017 Contract for sidewalk and parking lot winter maintenance to 2348291 Ontario Inc. o/a Sheridan Management in the annual estimated amount of \$137,142.37 plus applicable taxes per year for a one (1) year period;

AND THAT the Mayor and the Clerk be authorized to execute the Contract Documents with 2348291 Ontario Inc. o/a Sheridan Management.

B. Overview

In 2012, the Town released Tender 2012-3-T-EPW, Request for Tender for Sidewalk and Parking Lot Winter Maintenance, Snowplowing, Sanding and Salting, for an initial contract term of two (2) years with the provision for five (5) one (1) year extensions until April 15, 2019. The first one year extension was approved by Council in September 2015. Attachment #1 shows the anticipated annual costs over the next 4 additional Contract extensions if the estimated number of hours are utilised.

C. Background

The scope of work involves the supply of the specified equipment and qualified Operators to complete winter maintenance operations on a 24 hour basis, seven days a week, or when required by the Town. All operations shall be in accordance with the defined Level of Service outlined in the Contract. The work to be performed includes the supply and operation of contracted equipment for clearing snow and applying sand or salt or de-icing liquid as required from municipal parking lots, laneways and sidewalks as required by the Town. The Contractor will provide tractors with a combination of snow blades, snow blowers, and front end loader

options. It is anticipated that five (5) tractors shall be provided plus a minimum of one (1) parking lot sander plus a spare sander and a minimum of one (1) sidewalk clearing machine.

The sites included with this Contract can be modified each winter season to reflect the Town's needs. Sites can be removed or added to the Contract without affecting the hourly equipment rates. A list of potential 2016/2017 sites is included as Attachment #2. Several sites are currently under review and may be undertaken by others. These sites if undertaken by others will be removed from this Contract. The Town has no obligation to, and has the flexibility to, include or not include these or any particular sites in the contracted services at the Town's discretion.

The Contractor's equipment have been included in the Town's automated vehicle locating system and uses GPS to monitor the movement of the equipment.

Staff recommend Council extend the contract for sidewalk and parking lot winter maintenance to 2348291 Ontario Inc. o/a Sheridan Management in the annual estimated amount of \$137,142.37 plus applicable taxes per year for a one (1) year period to commence on November 1, 2016 and terminate on the 15th day of April 2017.

D. Analysis

None.

E. The Blue Mountains Strategic Plan

Goal #4: Ensure that our infrastructure is sustainable

F. Environmental Impacts

Due to the potential impact of salt on the environment the Contractor is required to measure and track salt usage. The Contractor has enrolled in the Smart about Salt Program and will be required to renew annually. The Smart about Salt Council is a not-for-profit organization dedicated to the protection of drinking water and the environment through programs that improve management of winter salt used to control ice on sidewalks, parking lots and roadways.

G. Financial Impact

Within the Contract there are provisions to increase the hourly rates based on the Consumer Price index (CPI) to a maximum of 3.0%. The spring CPI was at 1.9%. The hourly machine rates will increase by 2.0% for the 2016/ 2017 season. The contractor has reviewed and agreed to the rate increase.

The budgeted amount for sidewalk and parking lot winter maintenance has been \$130,000 per year. The winter control budget will be increased during the 2017 budget process to reflect this anticipated cost increase.

H. In consultation with

Sam Dinsmore, Manager of Accounting and Budgets, Deputy Treasurer.

I. Attached

1. Estimate annual costs based on tender amounts
2. Potential Winter Maintenance Sites – Nov 1, 2016 to April 15, 2017

Respectfully Submitted,

Jim McCannell

Jim McCannell,
Manager of Roads and Drainage

Tender Proposal Award Committee

Shawn Everitt

Troy Speck
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Reg Russwurm

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Contract 2012-3-T-EPW Winter Maintenance of parking lots, sidewalks and laneways: Sheridan Management														
	**	**			*							Sidewalk		
year	parking	de-icing	hand	sidewalk	cpi	hours	hours	hours	hours	total	lump sum	Annual Total		
2014/ 15	\$58.34	\$67.38	\$24.67	\$67.38	2.8%	1200	200	100	100	\$ 92,691.46	\$40,430.62	\$ 133,122.08		
2015/16	\$58.92	\$68.06	\$24.92	\$68.06	1.0%	1200	200	100	100	\$ 93,618.37	\$40,834.93	\$ 134,453.30		
2016/17	\$60.10	\$69.42	\$25.42	\$69.42	2.0%	1200	200	100	100	\$ 95,490.74	\$41,651.63	\$ 137,142.37		
2017/18	\$61.91	\$71.50	\$26.18	\$71.50	3.0%	1200	200	100	100	\$ 98,355.46	\$42,901.18	\$ 141,256.64		
2018/19	\$63.76	\$73.65	\$26.96	\$73.65	3.0%	1200	200	100	100	\$ 101,306.12	\$44,188.21	\$ 145,494.34		
												\$ 691,468.72	5 year total	
	*	Current CPI is 2.0% Maximum CPI allowed is 3%												
	**	affected by a Fuel Index. Current diesel rate is \$1.29/l which would result in an additional \$0.50/hr added to the parking & de-icing, effectively adding an extra \$700 to this year's contract												

POTENTIAL WINTER MAINTENANCE SITES
Nov 1, 2016 to April 15, 2017

Thornbury Station 1
OPP Station
Craigleith Station 2
Craigleith EMS building (new)
Hoover Lane
Thornbury Commercial Lane
Hester Street Parking Lot
Lorne Lane
Bridge (Highway 26)
BVO Shop
Park Lane, behind BVO
Parking Stalls on Bruce Street
Parking Stalls on Bruce St (South)
Clarksburg Municipal Parking Lot
Lion's Park Road
Russell Street cul-de-sac
Settler's Way
Ridgeview Drive
Happy Valley Road
Slabtown Road
Lake Drive
10th Line to Clendennan Dam
Thornbury Post Office Parking Lot
Thornbury Medical Centre
Snow removal - banks and intersections
Chamber Office

Fireman's Bridge (shoveling by hand)
Clarksburg Bridge (shoveling by hand)
Hester St parking lot steps (shoveling by hand)

Clearing Paths to Beaver River (ice control)

Camperdown Road Pumphouse
PUC Front Yard
PUC Back Yard
Clearing Snow from Fire Hydrants
Thornbury Reservoir (beside TPCP)
Camperdown Road Water Reservoir
Water Plant on Peel Street
10th Line Booster Station

Road to Wastewater Treatment Plant
Lakeshore Drive
Mill Street Pumphouse
Elgin Street Pumphouse
Moore Street Pumphouse
Lora Bay Pumphouse
Delphi Point Pumphouse
Lakeshore Pumphouse
Sewage Treatment Plant