

STAFF REPORT: ENGINEERING AND PUBLIC WORKS DEPARTMENT



REPORT TO: Infrastructure and Recreation Committee
MEETING DATE: October 13, 2009
REPORT NO.: EPW.09.092
SUBJECT: Contract Extension (TBM-RD-2008-09)
Snow Removal – Sidewalks and Various
Town Sites
PREPARED BY: Jim McCannell, Manager of Roads and
Drainage

A. Recommendations

THAT Council approve the Contract Extension for Snow Removal – Sidewalks and Various Town Sites (TBM-RD-2008-09) to Sheridan Management in the amount of \$52.03 per hour for snow removal and \$64.90 for sanding Various Town Sites, and \$64.90 per hour for snow removal and sanding on Sidewalks, excluding GST for a total estimated cost of \$120,036 as outlined in Report EPW.09.092.

B. Background

In 2008, tenders were received for Contract TBM-RD-2008-09 for the snow removal and sanding on sidewalks and various Town sites, as listed below:

1. Sidewalks within Clarksburg and Thornbury (see attached Map #1 & #2)
2. Town lanes (see attached map #3)
3. Lane west of Bruce St commercial area
4. Lane east of Elma Street
5. Beaver Valley Outreach
6. Town Administration Building (parking area & rear)
7. Beaver Valley Community Centre Parking Lot (plus around building)
8. Town of Thornbury Post Office
9. Leonard E. Shore Memorial Library
10. Town of Thornbury Fire Hall #1
11. P.J. Mart, Clarksburg
12. The Blue Mountain Chamber of Commerce Building and O.P.P. station
13. Snow removal on Town Roads as follows using Tractor with Double Auger Blower: (see attached map #4)
 - a. .6k – The Blue Mountain/Euphrasia Town Line (Grier Creek)
 - b. .7k - Lake Drive to Easterly Boundary of Keaveney Property
 - c. .5k - Area west of Camperdown Road – Hoover's Lane
 - d. Thornbury Clarksburg Union Cemetery (on an as needed basis) and as directed by the Cemetery Superintendent
14. Slabtown Road (from county Road 113 to the end of road in Slabtown)
15. The West end of Settler's way
16. Craigleith Fire Hall
17. Craigleith Depot
18. Other Miscellaneous Areas if/when required and as directed by the Manager of Roads & Drainage or designate
19. **NEW: the O.P.P. station on Clark Street.**

The following table summarizes the tender prices received:

CONTRACTOR	Description	Hourly Rate	# of Hours	TOTAL Estimated Cost
Sheridan Management	Snow Removal on Various Town Sites (Parking Lots)	\$52.03	1200	\$62,436
	Applying Salt and sand mix to Various Town sites (parking lots).	\$64.90	300	\$19,200
	Sidewalks: Snow Removal and apply Salt and Sand mix.	\$64.90	600	\$38,400
	TOTAL			
Arnott Construction Ltd.	Snow Removal on Sidewalks and Various Town Sites	Declined to Bid	1200	\$0
	TOTAL			
Brian Dinsmore Excavation Ltd.	Snow Removal on Sidewalks and Various Town Sites	Declined to Bid	1200	\$0
	TOTAL			
Mountain Cat Contracting Ltd.	Snow Removal on Sidewalks and Various Town Sites	Declined to Bid	1200	\$0
	TOTAL			
Maclean Engineering.	Snow Removal on Sidewalks and Various Town Sites	Declined to Bid	1200	\$0
	TOTAL			

Please note: Tender Prices are excluding GST, and total number of hours based on 2005 / 2006 winter maintenance season.

The contract will continue to ensure parking lots are salted and sanded. The Town has had slip and fall claims made in the past and in an effort to eliminate or reduce such claims the Town will continue to use salt and sand in the parking lots.

There are provisions within the contract to permit the Town to extend the contract for up to 3 years.

Sheridan Property Management has agreed to carry the same hourly rates for the 2009/2010 season. This will be the first contract extension for one (1) year. The contract can be extended for the 2010/2011 year.

The Tender Award Committee recommends that Contract TBM-RD-2008-09 Snow Removal – Sidewalks and Various Town Sites as tendered be extended to Sheridan Management for the 2009/ 2010 year, meeting all the requirements of the contract documents and has demonstrated a satisfactory construction schedule. A copy of the memorandum from the Tender Award Committee is attached.

C. The Blue Mountains’ Strategic Plan

Contact TBM-RD-2008-09 addresses the Town’s Strategic Plan #2, “Addressing the Town’s municipal infrastructure needs”.

D. Environmental Impacts

The equipment needed to remove the snow requires large volumes of diesel fuel. The Contract or will be asked to participate in the Town’s no idling program.

The volume of salt used within the parking lots will be included in the Town’s Road Salt Annual Report that is filed with Environment Canada each year. The contractor will be required to keep material log sheets, the same as the Town’s operators.

E Budget Impact

There is sufficient funding in the 2009 Roads & Drainage Operational Budget to accommodate snow removal described in Tender TBM-RD-2008-09. Works preformed after January 1, 2010 will be paid from the proposed 2010 Budget. The proposed 2010 Budget has \$220,000 for contract services for snowplowing of streets, sidewalks and parking lots. Each department will be invoiced for snowplowing services at their respective locations.

The break down for this account is:	Sheridan Property Management	\$120,036
	Arnott Construction Ltd	93,000
	BMR Limited	<u>7,000</u>
		\$ 220,000

F. Attached

1. Memorandum – Tender Award Committee recommendation
TBM-RD-2008-09 Contract Extension.

Respectfully submitted,

Jim McCannell
 Manager, Roads & Drainage Division
 Engineering & Public Works Department

Reg Russwurm
 Director
 Engineering & Public Works Department

MEMORANDUM



DATE: September 15, 2009
FROM: Jim McCannell, Manager of Roads & Drainage
TO: Tender Award Committee
SUBJECT: TBM-RD-2008-09 Contract Extension to Sheridan Management for the 2009/ 2010 winter season to clear sidewalks and parking lots.

The Purchasing Policy F.S. 08.08 Schedule B, allows the Tender Award Committee to award contracts up to \$100,000. Contracts over \$100,000 shall be awarded by Council based on the recommendations of the Tender Award Committee.

Sheridan Management has agreed to extend the same hourly rates forward for the 2009/2010 season. Sheridan Management has submitted in their tender from 2008 the amount of \$52.03 per hour for snow removal and \$64.90 for sanding Various Town Sites, and \$64.90 per hour for snow removal and sanding on Sidewalks, excluding GST for a total estimated cost of \$120,036.

In 2008, Tender TBM-RD-2008-09 was advertised in the local newspapers and on the Town's web site in July of 2008. One bid was returned to the Town from Sheridan Management, meeting all the conditions of the tender. There are provisions in the tender to allow for the contract to be extended for 2 additional years for a total of 3 years.

The following table summarizes the tender prices received:

CONTRACTOR	Description	Hourly Rate	# of Hours	TOTAL Estimated Cost
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Mountain Cat Contracting Ltd.	Snow Removal on Sidewalks and Various Town Sites	Declined to Bid	1200	\$0
				TOTAL
Maclean Engineering.	Snow Removal on Sidewalks and Various Town Sites	Declined to Bid	1200	\$0
				TOTAL

Staff recommend that Contract TBM-RD-2008-09 Snow Removal – Sidewalks and Various Town Sites as tendered be extended to Sheridan Management who had the lowest price meeting all the requirements of the contract documents and has demonstrated a satisfactory construction schedule.

This purchasing process is in compliance with the Town's current Purchasing Policies.

Recommended By:

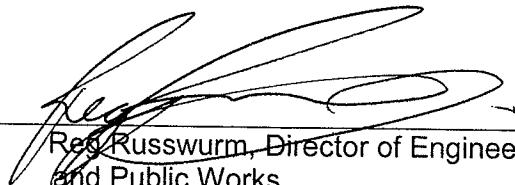


 Jim McCannell

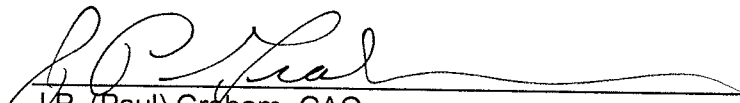
APPROVED BY:



 Sherri Adams, Manager of Purchasing



 Reg Russwurm, Director of Engineering and Public Works



 J.P. (Paul) Graham, CAO