



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Jason Parr, Transportation Manager**
Date: November 6 2017
Report: TSD-17-10
Subject: 2017 Winter Sand Tender

Recommendations:

That South Huron Council receives the report from Jason Parr, Transportation Services Manager re: 2017 Winter Sand Tender;

And that; South Huron Council accepts the tender for 2017 Winter Sand Tender, as submitted by Bossence and McCann Inc. in the amount of \$18,534.82 (including HST).

Purpose:

Council Approval

Background and Analysis:

The purpose of this staff report is to notify Council of the results of the tender - 2017 winter sand and to recommend award of a contract to the low bidder.

The tender for the winter sand was advertised in the Exeter Times Advocate Municipality of South Huron Hub on October 11, 2017. Tenders closed on October 24, 2017 at 2:00pm at the Municipal Office in Exeter. Two (2) tender was received and opened by Jason Parr, Transportation Services Manager as witnessed by Deputy Mayor Dave Frayne, and Sandy Becker, Financial Services Manager/Treasurer.

Results are as follows:

Tender Submissions (Including H.S.T.)	Tender Amount (H.S.T Included)	Tender Amount (Non-Recoverable H.S.T included)
Bossence and McCann Inc.	\$ 18,534.82	\$ 16,691.18
N.C. Jones & Sons Ltd	\$ 23,588.75	\$ 21,242.40

Operational Considerations:

There are no alternatives considered.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process.

The recommendations and actions outlined in this report are reflective of the following strategic objectives:

Administrative Efficiency and Fiscal Responsibility

This work was publicly tendered as early as possible in the fiscal year in order to achieve the best possible pricing.

Increased Communications and Municipal Leadership

The tender was advertised in the local newspaper and on the municipal web site.

Transparent, Accountable and Collaborative Governance

The transparent public tendering process was for this work used in accordance with the procurement By-law 32-2013.

Dedicated Economic Development Effort

Having well maintained roads is essential to attracting and retaining businesses.

Financial Impact:

The costs associated with Winter Sand supply mix and stockpile have been included in the 2017 TSD operating budget.

For 2017, an amount of \$90,306 was budgeted for Winter Control – Materials (Supplies/Services). To date, there have been expenditures in the amount of \$13,310.

Based on previous year's average snowfall it is anticipated that winter sand expenses will be within the 2017 Transportation Operations Winter Control budget.

Legal Impact:

There are no legal implications for the Corporation resulting from the proposed recommendation.

Staffing Impact:

There are no staffing implications for the Corporation resulting from the proposed recommendation.

Policies/Legislation:

1. Approved Transportation Operating Budget
2. Minimum Maintenance Standards, under the Highway Traffic Act

Consultation:

The Manager of Financial Services/Treasurer was consulted as part of the tender review and preparation of this report.

Related Documents:

No attachments or related documents associated with this report.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Jason Parr', is written over a horizontal line.

Jason Parr, Transportation Manager

