



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Megan Goss, Manager of Public Works**
Date: August 10 2020
Report: PW.25.20
Subject: Tender Award for Supply and Mix of Winter Sand

Recommendations:

That South Huron Council receive the report from M. Goss, re: Tender Results –Supply-Mix-Stockpile Winter Sand and;

That South Huron Council awards the tender received from Bossence and McCann Inc. in the total amount of \$23,133.80 plus HST.

Purpose:

For approval

Background and Analysis:

The tender for Supply-Mix-Stockpile of Winter Sand was advertised on the Bids and Tenders web site, in accordance with section 9(b) of the Procurement By-Law#33-2017. Bids and Tenders is an on-line procurement service for public sector tenders, quotations and RFPs.

The Supply-Mix-Stockpile of Winter Sand tender was posted on Bids and Tenders on Monday June 29, 2020. Tenders closed on Monday July 27, 2020 at 2:00pm and three (3) tenders were received by the Municipality. Tenders were opened by Megan Goss, Manager of Public Works, in the presence of Mayor Finch and Maggie McBride, Financial Services Officer.

The following are the tender results:

Contractor	Subtotal	Non Recoverable HST	Total Cost
Bossence and McCann Inc.	\$ 23,133.80	\$ 407.15	\$ 23,540.95
N.C. Jones + Sons LTD.	\$ 24,123	\$ 424.56	\$ 24,547.56
Chris Regier Trucking Ltd.	\$ 26,003.50	\$ 457.66	\$ 26,461.16

All tender submissions were complete and found to be in conformance with the specifications.

Operational Considerations:

No alternatives were 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
- ✓ Transparent, Accountable and Collaborative Governance
- ✓ Dedicated Economic Development Effort

Financial Impact:

The cost associated with the supply of winter sand are included in the 2020 Transportation Services Operating Budget. A detailed financial analysis of the tender received from the low bidder was carried out and summarized as follows:

Financial Analysis Summary		
	Unit Price	Total
Supply, load, haul & mix 1200 tonne of winter sand at Usborne Yard	\$10.87	\$13,044.00
Supply, load, haul & mix 500 tonne of winter sand at Stephen Yard	\$11.29	\$5,645.00
Haul 360 tonne of salt from Compass Mine in Goderich to Usborne Yard	\$8.48	\$3,052.80

Haul 150 tonne of salt from Compass Mine in Goderich to Stephen Yard	\$9.28	\$1,392.00
Subtotal		\$23,133.80
13% HST		\$3,007.39
Total		\$26,141.19
Cost Prior to HST		\$23,133.80
HST Expense		\$407.15
Our Cost		\$23,540.95

The budget for winter sand and salt is \$110,000, and the actual year to date expenditures are \$35,407. This represents the sand and salt expense from January – April 2020. There is a potential that we may need to bring in more material, dependent on weather events. It should be noted that any surplus from budget to actual is allocated to the winter maintenance reserve by policy.

Legal Impact:

There is no legal impact as a result of the actions outlined in this report.

Staffing Impact:

There is no staffing impact as a result of the actions outlined in this report.

Communication Actions:

There is no communications impact as a result of the actions outlined in this report.

Policies/Legislation:

None

Consultation:

Shane Timmermans, Supervisor of Operations, Transportation

Related Documents:

None

Respectfully submitted,

Megan Goss, Manager of Public Works