

Entry #	1	Bid Name:	East Quarter Line Culvert Replacement				
Bid #	EIS-ENG-23-55	Successful Bidder Name:	Robert M Simon Construction Ltd	Bid Advertising	Norfolk County Bids & Tenders	Multitple Year Bid	No
Bid Type	Request for Tender (RFT)	Bid Amount (excluding taxes)	\$636,801.63	# Of Bids Received:	5	Project Start Date	15-Jul-24
Bid Closing Date	3-Oct-23	Budget (including net HST)	\$710,000.00	# Of Bids Rejected:	0	Project End Date	13-Sep-24
Reason Council Approval is Required	The award amount is over \$250,000. The contract is anticipated to be financed by debentures.						
Names and Prices of all bids meeting requirements (exclusive of all applicable taxes)	Robert M Simon Construction Ltd - \$636,801.63 J-AAR Excavating Limited - \$830,210.25 South Shore Contracting of Essex County Inc. - \$898,445.00 Neil Montague Construction Limited - \$903,240.50 Navacon Construction Inc. - \$989,304.75						
Comments by User Division	RFT EIS-ENG-23-55 consists of the East Quarter Line Road culvert replacement and associated roadwork, located on East Quarter Line Road approximately 0.3km north of Lakeshore Road. Robert M Simon Construction Ltd. is the low bidder with a total bid of \$636,801.63 excluding HST. This bid submission includes a contingency allowance of \$10,000. Robert M Simon Construction Ltd. has previously completed similar culvert replacement work for Norfolk County with a high degree of accuracy and quality. Staff recommend Council approve the award of EIS-ENG-23-55 to Robert M Simon Construction Ltd.						
Finance Comments	The Approved Capital Budget includes an allocation of \$805,000 for the East Quarterline Culvert Replacement, with funding to be provided from the issuance of debentures. Based on the bid amount of \$648,000 (rounded, incl. net HST) from Robert M Simon Construction Ltd., sufficient funds have been allocated for award.						

Entry #	2	Bid Name:	Consulting Services for Corporate Asset Management Plan and Software				
Bid #	EIS-AM-23-01	Successful Bidder Name:	GM BluePlan Engineering	Bid Advertising	Newspaper Advertisement, Norfolk County Bids & Tenders	Multitple Year Bid	Yes
Bid Type	Request for Proposal (RFP)	Bid Amount (excluding taxes)	\$302,930.00	# Of Bids Received:	1	Project Start Date	1-Dec-23
Bid Closing Date	19-Sep-23	Budget (including net HST)	\$375,000.00	# Of Bids Rejected:	0	Project End Date	31-May-25
Reason Council Approval is Required	Award amount is over \$250,000.						
Names and Prices of all bids meeting requirements (exclusive of all applicable taxes)	GM BluePlan Engineering						
Comments by User Division	The project is to develop the Phase 2 asset management plans (AMP) for the County. The scope includes developing the AMP for Non-Core assets, determining what the current levels of service are, and proposing future levels of service. These services encompass every service the County provides to residents. Additionally, as this endeavor is heavily reliant on data and the ability to capture and analyze that data, a software review of current programs is included in order to see what opportunities the County may explore in order to improve in this area.						
Finance Comments	The Approved 2023 Levy Supported Operating Budget contains a total budget of \$125,000 for consulting services for the Corporate Asset Management Plan and Software. As per approved plan request EIS-520-2023-001, consulting services for the Asset Management Plan have been budgeted for years 2023-2025. This bid represents a multi-year contract and the total cumulative budget for the 3 year time period is \$375,000. Based on the bid amount of \$308,000 (Rounded, incl. net HST) from GM BluePlan Engineering, there is sufficient budget to accommodate this bid.						

Entry #	3	Bid Name:	Collection and Disposal of Household Hazardous Waste at Collection Events				
Bid #	EIS-ES-23-09	Successful Bidder Name:	Photech Environmental Solutions Inc.	Bid Advertising	Newspaper Advertisement, Norfolk County Bids & Tenders	Multple Year Bid	Yes
Bid Type	Request for Tender (RFT)	Bid Amount (excluding taxes)	\$793,459.05	# Of Bids Received:	1	Project Start Date	1-Jan-24
Bid Closing Date	19-Sep-23	Budget (including net HST)	\$677,500.00	# Of Bids Rejected:	0	Project End Date	31-Dec-25
Reason Council Approval is Required	Award amount is over \$250,000. The amount of the bid, plus all related costs, is not within the approved allocations.						
Names and Prices of all bids meeting requirements (exclusive of all applicable taxes)	Photech Environmental Solutions Inc.- \$793,459.05						
Comments by User Division	Environmental Services followed Purchasing Policy CS-02 for the procurement of the supply of all labour, materials, equipment, sorting and transportation to a Resource Productivity and Recovery Authority (RPRA) approved disposal and recycling facilities for collected household hazardous waste material (HHW) at four (4) event days annually. This program is needed in Norfolk County as the HHW program ensures that hazardous waste is disposed of or recycled in an environmentally friendly manner. In addition, there are very few alternatives for residents to dispose of their hazardous waste as retail take back locations only accept certain products and quantities.						
Finance Comments	<p>The Approved 2023 Levy Supported Operating Budget includes \$135,500 for the collection and disposal of Household Hazardous Waste. This bid represents a 5 year contract period and therefore, the cumulative budget allocated for this bid is \$677,500. Based on the tender award amount of \$807,000 (Rounded, incl. net HST) from Photech Environmental Solutions Inc., an adjustment of \$26,000 per year beginning in 2024 is required to accommodate this bid.</p> <p>The Hazardous Household Waste disposal and collection requirements for 2023 are not expected to exceed the current approved allocation and as such, no budget amendment is required at this time. However, it is recommended that staff adjust the Proposed 2024 Levy Supported Operating budget to reflect the \$26,000 budget increase required to accommodate this bid. Future budgets will be updated to reflect revised cost estimates and requirements.</p>						

Entry #	4	Bid Name:	Zamboni Battery Replacement - Waterford Arena				
Bid #	N/A	Successful Bidder Name:	Zamboni Company Ltd.	Bid Advertising	Not Required	Multple Year Bid	No
Bid Type	Emergency Purchase	Bid Amount (excluding taxes)	\$15,617.00	# Of Bids Received:	N/A	Project Start Date	ASAP
Bid Closing Date	N/A	Budget (including net HST)	\$0.00	# Of Bids Rejected:	0	Project End Date	N/A
Reason Council Approval is Required	Emergency Purchase						
Names and Prices of all bids meeting requirements (exclusive of all applicable taxes)	Zamboni Company Ltd. - \$15,617.00						
Comments by User Division	Zamboni operation is vital to arena operations. Replaced one cell in August for \$2,200, lost an additional cell in September, mutiple cells in a short time is a sign of end of life. Battery replacement was recommended. Smart investment and least intrusive to arena operations was to replace over repair. Replacement now removes \$46,000 from 2024 capital budget. Expected useful life of replacements is 5 years for a year-round facility.						
Finance Comments	<p>The 2023-2032 Capital Plan contains an allocation of \$46,000 budgeted in 2024 for the replacement of the electric ice resurfacer batteries at the Waterford Arena which includes a transition to lithium ion batteries from the lead acid batteries currently in use. During 2023 this unit experienced a failure which requires a full battery replacement ahead of schedule, which can be partially attributed to year-round usage due to the recent addition of summer ice at the Waterford Arena. Further to section 10 of the purchasing policy regarding emergency purchases, staff have determined that this situation meets the criteria to proceed with the replacement in the current year in order to avoid interruption of an essential public service at this high-use facility.</p> <p>Based on availability and compatability with the current system, staff are recommending to proceed with the procurement of replacement lead acid batteries for this cycle at a cost of approximately \$16,000 (rounded, incl. net HST) from the current vendor, Zamboni Company Ltd., which can be accommodated within the projected Levy operating surplus for the Parks department per the June 30th Variance forecast presented to Council in July. The 2024 capital project will be removed from the Proposed 2024-2033 Capital Plan which will result in indirect savings to the General Capital Replacement Reserve of \$46,000 as this committment will be removed.</p>						