

**DATE:** September 20, 2021

**REPORT NO:** PW-18-2021

**SUBJECT:** **2021 Hot Mix Spot Repair Authorization**

**CONTACT:** Steve McGean, Manager of Operations  
Mike DiPaola, P.Eng., Director of Public Works and Recreation

**OVERVIEW:**

- As part of the Township's annual road maintenance, Staff developed and circulated a tender for the placement of hot mix asphalt for road repairs at various locations throughout the Township.
- A tender document was circulated for the proposed works, which closed on August 6<sup>th</sup>, 2021.
- A low bid for hot mix repair in the amount of \$134,552.50 (plus HST) was received by Griffin Construction.
- The Township has received favorable references for Griffin Construction from other clients and has successfully completed similar work.
- Staff recommends acceptance of the tender submitted by Griffin Construction.

**RECOMMENDATION:**

1. That, Report PW-18-2021, re: 2021 Hot Mix Spot Repair Tender Authorization dated September 20<sup>th</sup>, 2021 be received; and,
2. That, Council accept the tender submission by Griffin Construction for the paving of spot repairs, in the amount of \$134,552.50 (plus HST); and,
3. That, Council approve the project budget in the total amount of \$167,552.50; and,
4. That, a By-Law be passed to authorize the Mayor and Clerk to enter into an agreement with Griffin Construction.

**ALIGNMENT TO STRATEGIC PLAN:**

**Theme # 1**

- **Strong Transportation Connections** - West Lincoln has transportation infrastructure that is safe for motorists, cyclists and pedestrians, and networks that are well-maintained and connected within our community, with other Niagara communities and major highways.

## Theme # 6

- **Efficient, Fiscally responsible Operation** - The Township of West Lincoln is a lean organization that uses sustainable, innovative approaches and partnerships to streamline processes, deliver services and manage infrastructure assets.

### BACKGROUND:

As part of the annual roads maintenance operations, Public Works circulated a Hot Mix Spot Repair tender. The spot repairs are for various locations within the Township, and are a result of items such as cross culvert replacements, trench repairs for service repair works, bridge approaches, and general road repairs.

### CURRENT SITUATION:

The tender opened for circulation on July 27<sup>th</sup>, 2021, and the tender closed on August 6<sup>th</sup>, 2021. The tender was advertised on the Township website and with an electronic tendering service. Ten (10) tender packages were picked up, with Three (3) tender submissions received by the tender closing date. All bids were accompanied by the required 'Bid Security' and 'Agreement to Bond'.

The tender bid values were as follows:

Company	Tender Price
1. Griffin Construction	\$134,552.50
2. Circle P Paving Inc.	\$151,750.00
3. Steed and Evans LTD.	\$176,000.00

The low bidder, Griffin Construction has completed various other similar works and is capable of completing this project.

### FINANCIAL IMPLICATIONS:

The low bidder had favourable pricing, resulting in lower than anticipated budget needs. As part of the 2021 Road Maintenance Operating Budget, Staff allocated \$205,000.00 for this project. The total expenditure is estimated in the table below and is within the approved budget.

Project Budget	Cost
Tender Amount	\$ 134,552.50
Contingencies	\$ 10,000.00
Miscellaneous & Net HST	\$ 3,000.00
Potential New Repair Locations	\$ 20,000.00
Total	\$ 167,552.50

New repair locations that may arise after the tender was put out will also be dealt with using the submitted pricing. Staff will ensure any new repair locations will not exceed the approved \$205,000 operating budget amount.

**INTER-DEPARTMENTAL COMMENTS:**

This report has been reviewed by the Clerk and Director of Finance.

**CONCLUSION:**

In summary, Staff recommends that the bid submission from Griffin Construction for the 2021 Hot Mix Spot Repair at various locations be accepted, and that Council approve expenditures in the amount of \$167,552.50 from the approved 2021 Road Maintenance Operating Budget.

Finally, Staff also recommends that the Mayor and Clerk be authorized to enter into an agreement with Griffin Construction for 2021 Hot Mix Spot Repair works at various locations.

**Prepared by:**



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**Steve McGean**  
Manager of Operations

**Submitted by:**



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**Mike DiPaola, P. Eng**  
Director of Public Works & Recreation

**Approved by:**



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**Bev Hendry, M.Sc. CAO**