

**DATE:** June 17, 2024

**REPORT NO:** PW-17-2024

**SUBJECT:** **2024 Hot Mix Spot Repair Program Tender Authorization**

**CONTACT:** Tray Benish, CRS-S, Manager of Operations  
Mike DiPaola, P.Eng., Director, 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. This tender also included paving of the Station 2 Fire Hall (8635 Silver Street) parking lot.
- A tender document was circulated for the proposed works, which closed on May 31<sup>st</sup>, 2024.
- A low bid submission in the amount of \$216,200 (plus HST) was received by Circle P Paving Inc. resulting in a total estimated project expenditure of \$222,000
- The Township has received favorable references for Circle P Paving Inc. and they have successfully completed similar work for the Township in the past.

**RECOMMENDATION:**

1. That, Recommendation Report PW-17-2024, titled “2024 Hot Mix Spot Repair Program Tender Authorization”, dated June 17<sup>th</sup>, 2024 be received; and,
2. That, Council accept the tender submission by Circle P Paving Inc. for the paving of spot repairs and Fire Hall parking lot, in the amount of \$216,200 (plus HST); and,
3. That, a By-law be passed to authorize the Mayor and Clerk to enter into an agreement with Circle P Paving Inc.

**ALIGNMENT TO STRATEGIC PLAN:**

- **BUILD** – a safe, connected, caring and active community
- **CHAMPION** – strategic and responsible growth

**BACKGROUND:**

As part of the annual roads maintenance operations, Public Works circulated a Hot Mix Spot Repair Program tender. The spot repairs are for various locations throughout the Township, and are a result of items such as cross culvert replacements, trench reinstatements from water/sewer infrastructure repairs, bridge approaches, and general road repairs.

Station 2 Fire Hall (8635 Silver Street) parking lot paving was also included in the tender. The paving of the parking lot will take place once the demolition of the existing old fire hall building is completed.

**CURRENT SITUATION:**

The tender opened for circulation on May 17<sup>th</sup>, 2024 and the tender closed on May 31<sup>st</sup>, 2024. The tender was advertised online with an electronic tendering service. Three (3) tender submissions were 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:

<b>Company</b>	<b>Tender Price</b>
1. Circle P Paving Inc.	\$216,200.00
2. Steed and Evans Limited	\$232,175.00
3. Rankin Construction Inc.	\$252,425.00

The low bidder, Circle P Paving Inc. has completed various other similar works, including working for the Township on previous hot mix spot repair programs, and is capable of completing this project.

**FINANCIAL IMPLICATIONS:**

The price received from Circle P Paving Inc. is within the approved 2024 Road Maintenance Operating Budget. Circle P Paving's bid amount includes \$10,000.00 in contingencies to cover any quantity overruns within the contract. 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 operating budget amount.

Circle P Paving's bid also includes a provisional price of \$30,450 to complete the parking lot paving of Station 2 Fire Hall. Sufficient funds are available in the Fire Hall capital project to cover this expenditure.

**INTER-DEPARTMENTAL COMMENTS:**

This report has been reviewed by the Interim CAO, the Fire Chief, the Director of Finance, and the Clerk's office.

**CONCLUSION:**

In summary, staff recommends that the bid submission from Circle P Paving for the 2024 Hot Mix Spot Repair Program at various locations be accepted, and that Council approve expenditures in the amount of \$222,000.00 which will be funded through the 2024 operating maintenance budget and Station 2 Fire Hall capital project respectively.

Finally, staff also recommends that the Mayor and Clerk be authorized to enter into an agreement with Circle P Paving for the 2024 Hot Mix Spot Repair Program at various locations and the Station 2 Fire Hall parking lot paving.

**Prepared by:**



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**Tray Benish, CRS-S**  
Manager of Operations

**Approved by:**



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**Donna DeFelippis, CPA, CA**  
Interim CAO and Treasurer

**Submitted by:**



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**Mike DiPaola, P. Eng**  
Director, Public Works and Recreation