

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number PUR2018-034**

---

**Date:** September 25, 2018

**Time:** 2:00 p.m.

**Place:** Council Chambers

---

**Ward Community Identifier:** All

**Title:** Quotation 2018-82-OQ Supply, Delivery and Stockpile of Winter Sand

**Author and Title:** Marielle van Engelen, Buyer  
Richard Monaghan, Senior Engineering Technician

---

**Recommendation(s):**

**That** Report PUR2018-034, **Quotation 2018-82-OQ Supply, Delivery and Stockpile of Winter Sand**, be received;

**THAT**, Kawartha Capital Corp of Peterborough, ON be selected for the award of Request for Quotation 2018-82-OQ Supply, Delivery and Stockpile of Winter Sand for the Manvers Depot for the quoted price of \$99,000.00 plus HST;

**THAT** Robert E. Young Construction of Selwyn, ON be selected for the award of Request for Quotation 2018-82-OQ Supply, Delivery and Stockpile of Winter Sand for all other depot locations for a total quoted price of \$901,417.00 plus HST;

**THAT** Council approve the four (4) – one (1) year renewal periods included in the quotation, with a unit price increase according to the Canadian Consumer Price Index percentage change, pending successful vendor performance review and annual budget approval;

**THAT** subject to receipt of the required documents, the Mayor and City Clerk be authorized to execute the agreements to award Quotation 2018-82-OQ Supply, Delivery and Stockpile of Winter Sand; and

**THAT** the Purchasing Division be authorized to issue a purchase order(s) as required.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

**Background:**

Request for Quotation 2018-82-OQ Supply, Delivery and Stockpile of Winter Sand was advertised in accordance with the Purchasing Policy.

The quotations received were opened in a public meeting on Thursday, August 16, 2018, by Andy Letham, Mayor and Marielle van Engelen, Buyer with the following results:

Depot Name	Robert E. Young Construction (Selwyn) Quoted Amount (Not Including HST)	Kawartha Capital Corp (Peterborough) Quoted Amount (Not Including HST)
Sturgeon Point	\$124,850.00	\$173,360.00
Coboconk	\$142,205.00	No Bid
Card	\$93,900.00	No Bid
Eldon	\$88,295.00	No Bid
Oakwood	\$148,375.00	\$161,575.00
Fenelon	\$65,930.00	No Bid
Bobcaygeon	\$81,306.00	\$95,647.50
Emily	\$90,027.00	\$122,235.00
Ops	\$66,529.00	\$80,640.00
Manvers	\$101,070.00	\$99,000.00

As per the Purchasing Policy when procurement awards are valued at \$100,000 or greater and are an irregular result with fewer than three (3) submissions received the procurement award must be approved by Council.

Bids were checked for mathematical errors and compliancy to the quotation. References were checked and found to be favorable.

**Rationale:**

Winter sand is an integral component of the City's winter maintenance operations. Winter sand is applied to roads and sidewalks during or after active

winter weather to increase traction for vehicular and pedestrian traffic. While primarily used on gravel and surface treated roads, Winter sand is also used in towns during flash freeze events or when temperatures are below the effective range for winter salt.

### **Other Alternatives Considered:**

No other alternatives are being considered as the recommendation to award was achieved through an open, fair, and transparent procurement process.

### **Financial/Operation Impacts:**

The supply and delivery of winter sand is allocated annually in the operating budgets of Public Works. Winter sand is supplied to various depots, and the operating costs are broken out and charged per operating area.

Costs associated with winter sand align with the winter season. Hence costs are incurred over a two year period as the initial fill takes place in the fall of the current year and the replenishment takes place later in the winter season, usually the beginning of the following year.

Funds are allocated in the 2018 Public Works operating budgets and future costs will be allocated annually in the operating budget and costs will be monitored by the department. The average unit price from this procurement process is approximately 4% lower than pricing realized from our 2016 procurement of winter sand.

Area depots are filled to capacity in the fall at the start of the winter season. As the material is used, the stock is replenished as required to ensure adequate supply is on hand for the the remainder of the winter season.

### **Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:**

Reliable transportation, especially during the winter months, closely aligns itself with the corporate strategic goal of “An exceptional Quality of Life” as the ability to access and use the the City’s network of roads is a key component to accessibility of all services outside of the home.

**Department Head E-Mail:** brobinson@kawarthalakes.ca

**Department Head:** Bryan Robinson, Director of Public Works

**Department File:** 2018-82-OQ