



## Corporation of the Township of Brock

### Staff Report to the Mayor and Members of Council

**From:** Paul Lagrandeur  
**Position:** Director of Public Works  
**Title / Subject:** Tender B2024-PW-02  
**Date of Report:** March 18, 2024  
**Date of Meeting:** March 25, 2024  
**Report No:** 2024-OP-001

#### 1.0 Issue / Origin

Public Works Roads Department Operating item- Dust Suppressant

#### 2.0 Background

The 2024 Operating Budget includes \$ 225,000.00 for dust layer materials for use of dust suppressant of gravel roads. The tender for this contract was prepared by staff and posted on the municipal website. The Tender was also sent to seven contractors. The closing date of the tender was 2:00 pm on Tuesday, March 12, 2024. The Director of Public Works, Director of Finance and the Public Works Coordinator opened the tenders shortly after the closing date/time.

#### 3.0 Analysis

The Tender results are posted in the table below:

No.	Bidder	Amount (excluding HST)	Per/Litre
1.	Da-Lee Group	\$324,800.00	\$0.406
2.	Pollard Distribution	\$280,000.00	\$0.35
3.	Miller Paving Limited	\$271,840.00	\$0.3398

The tenders were reviewed by the Director of Public Works and were found to generally satisfy the requirements set out in the tender documents. The bid provided by Miller Paving Ltd was the low bid and was determined to meet the tender requirements.

The amount outlined in the above noted summary are an item price per litre. The amount of dust suppressant needed in a season is dependant on weather conditions.

#### **4.0 Related Policies / Procedures**

#### **5.0 Financial / Budget Assessment**

The 2024 Operating Budget includes \$225,000.00 for completing Dust Suppressant on various gravel roads in the Township of Brock. Staff monitor the application needed.

The low bid submitted by Miller Paving Ltd satisfies requirements set out in the tender documents.

Miller Paving LTD will be given a Purchase Order with an upset limit of \$225,000.00. Should additional funds be required, staff will request through Council accordingly.

#### **5.1 Asset Management**

Dust suppressant is an operating budget expense item, however, is used as part of our Roads Maintenance Program. Road Maintenance activities will form part of the ongoing Asset Management Strategy.

#### **6.0 Climate Change Impacts**

Dust Suppressant materials is an important operating function on gravel roads to lessen the dust being spread throughout the Township.

#### **7.0 Communications**

N/A

#### **8.0 Conclusion**

On the basis of the foregoing review, staff recommend the award of the tender to Miller Paving Ltd. as the tender submitted meets specifications outlined in the tender.

#### **9.0 Recommendation**

On the basis of the foregoing review, it is recommended:

THAT staff report 2024-OP-001, Tender B2024-PW- 02 Dust Suppressant be received;

AND THAT staff be authorized to proceed with the recommendation of awarding the tender to Miller Paving Ltd., with an upset limit of \$225,000.