

## TOWNSHIP OF WEST LINCOLN PUBLIC WORKS & RECREATION COMMITTEE AGENDA

### MEETING NO. FOUR

Tuesday, May 21, 2024, To Commence Immediately Following Administration/Finance/Fire Committee Meeting

Township Administration Building

318 Canborough Street, Smithville, Ontario

**\*\*\*NOTE TO MEMBERS OF THE PUBLIC:** All Cell Phones, Pagers and/or PDAs to be turned off. Additionally, for your information, please be advised that we are Audio/Video Recording this meeting.

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Pages

#### 1. CHAIR - Councillor Mike Rehner

Prior to commencing with the Public Works & Recreation Committee meeting agenda, Chair Rehner will note the following:

1. Comments can be made from members of the public for a matter that is on the agenda by advising the Chair during the "Request to Address an Item on the Agenda" Section of the agenda.
2. The public may submit written comments for matters that are on the agenda to [jpaylove@westlincoln.ca](mailto:jpaylove@westlincoln.ca) before 4:30 p.m. on the day of the meeting for consideration by the Committee. Comments received after 4:30 p.m. on the day of the Committee meeting will be considered at the following Council meeting. Comments submitted are included in the record.
3. This meeting will be livestreamed as well as recorded and available on the Township's website.

#### 2. LAND ACKNOWLEDGEMENT STATEMENT

The Township of West Lincoln, being part of Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hatiwendaronk (Hat-i-wen-DA-ronk), the Haudenosaunee (Hoe-den-no-SHOW-nee), and the Anishinaabe (Ah-nish-ih-NAH-bey), including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit people from across Turtle Island that live and work in Niagara today. The Township of West Lincoln, as part of the Regional Municipality of Niagara, stands with all Indigenous people, past and present, in promoting the wise

stewardship of the lands on which we live.

**3. CHANGE IN ORDER OF ITEMS ON AGENDA**

**4. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST**

**5. APPOINTMENTS**

**6. REQUEST TO ADDRESS ITEMS ON THE AGENDA**

**NOTE: Procedural By-law Section 10.13(5) – General Rules**

One (1) hour in total shall be allocated for this section of the agenda and each individual person shall only be provided with **five (5) minutes** to address their issue (some exceptions apply). A response may not be provided and the matter may be referred to staff.

Chair to inquire if there are any members of the public present who wish to address any items on the Public Works and Recreation Committee agenda.

**7. CONSENT AGENDA ITEMS**

**NOTE:** All items listed below are considered to be routine and non-controversial and can be approved by one resolution. There will be no separate discussion of these items unless a Council Member requests it, in which case the item will be removed from the consent resolution and considered immediately following adoption of the remaining consent agenda items.

**7.1 ITEM PW18-24**

CONSENT AGENDA ITEMS

**RECOMMENDATION:**

That the Public Works & Recreation Committee hereby approves the following Consent Agenda Items:

- 1. Item 1 be and is hereby received for information.

with the exception of Items #(s)\_\_\_\_\_

- 1. West Lincoln Public Library Board - Minutes of March 19, 2024

5

**8. COMMUNICATIONS**

**8.1 ITEM PW19-24**

8

Councillor Shelley Bradaric

Re: Support for correspondence received from the Corporation of the Town of Lincoln in regards to requesting that the Provincial Government support increasing funding to both public libraries and community museums.

**RECOMMENDATION:**

That the correspondence from the Corporation of the Town of Lincoln, dated February 28, 2024, be received and supported.

**9. STAFF REPORTS**

**9.1 ITEM PW20-24**

11

Project Manager (Ray Vachon) and Director of Public Works & Recreation (Mike DiPaola)

Re: Recommendation Report PW-14-2024 Barbara St., Brooks Circ., & Killins St. Water main Replacement & Road Reconstruction (PW 2024-02) – Budget Amendment BA2024-03 and Tender Award

**RECOMMENDATION:**

1. That report PW-14-2024 titled, “Barbara St., Brooks Circ., & Killins St. Water main Replacement & Road Reconstruction (PW 2024-02) – Budget Amendment BA2024-03 and Tender Award”, dated May 21, 2024 be received;
2. That tender submission be awarded to Catalina Excavating Inc. for the water main, sidewalk and road construction work, in the amount of \$1,733,881.00 (excluding HST); and
3. That Budget Amendment BA2024-03, as outlined in Schedule C to report PW-14-2024, to reallocate the budgeted expenditures and financing for the water main and road projects, along with the new sidewalk on Barbara St. and Killins St., at an estimated cost of \$160,000.00, be approved; and
4. That the Engineering Agreement with the consulting firm of Associated Engineering (Ont) Ltd. be extended to include contract administration and inspection services of \$99,990.00 (excluding HST), with the engineering fees being calculated on a time plus disbursements basis; and
5. That a by-law authorizing the Mayor and Clerk to enter into an agreement with Catalina Excavating Inc., be passed.

**9.2 ITEM PW21-24**

20

Project Manager (Ray Vachon) and Director of Public Works and Recreation (Mike DiPaola)

Re: Recommendation Report PW-15-2024 Campbell Bridge (TWL-ID-B04) Rehabilitation Tender Award

**RECOMMENDATION:**

1. That, Recommendation Report PW-15-2024, re: “Campbell Bridge (TWL-ID-B04) Rehabilitation Tender Award”, dated May 21, 2024, be received; and,
2. That, Council awards the Tender submission to Anthony’s Excavating Central Inc. in the amount of \$447,923.00 (excluding HST); and,

3. That a project contingency and construction testing allowance in the amount of \$80,817.00 be provided for this project; and,
4. That the total project cost estimated at \$665,500.00 be approved, which included the bridge condition survey, detailed design, contract administration, construction inspection, construction cost, a project contingency, net HST, and other miscellaneous costs; and,
5. That, a by-law be passed to authorize the Mayor and Clerk to enter into an agreement for contract with Anthony's Excavating Central Inc.

**10. OTHER BUSINESS**

**10.1 ITEM PW22-24**

Members of Council

Re: Other Business Items of an Informative Nature

**11. NEW BUSINESS**

**NOTE:** Only for items that require immediate attention/direction and must first approve a motion to introduce a new item of business. (Motion Required)

**12. CONFIDENTIAL MATTERS**

There are no Confidential Matters.

**13. ADJOURNMENT**



**MINUTES  
WEST LINCOLN PUBLIC LIBRARY  
BOARD MEETING**

Meeting #4 Tuesday, March 19, 2024 – 6pm  
West Lincoln Public Library, Smithville Branch

**PRESENT:**

Board: Julie Adams, David Kurth, Leanne Reilly, Tina Jol, Puneet Bajaj,  
Christa McBain.

Staff: Cindy Weir, Library CEO

**ZOOM:**

**REGRETS:** Shelley Bradaric, Wendy Wilson

**Call to Order**

Library Chair Adams called the meeting to order, welcomed all and established quorum at 6:04pm.

**1. Agenda**

**Moved by: Puneet Bajaj**

**Seconded by: David Kurth**

THAT West Lincoln Public Library Board approves the agenda for Tuesday, March 19, 2024 as presented including any additions or deletions.

Carried.

Added: 4. b) 3. Letter – BDO – re Library Services Centre

**2. Disclosure of Pecuniary Interest or Conflict of Interest and the General Nature Thereof**

There were no disclosures of pecuniary interests or conflict of interests declared by any members of the West Lincoln Public Library Board.

**3. Minutes**

**a) Moved by: Leanne Reilly**

**Seconded by: Tina Jol**

THAT the minutes of the February 27, 2024 regular meeting of West Lincoln Public Library Board be approved as presented.

Carried.

**4. Correspondence**

**a) Sent** - None

**b) Received** - 1. Letter – Honourable Neil Lumsden, Minister of Tourism, Culture and

Sport – Confirmation of the Public Library Operating, Pay Equity Grants for 2023-20242 fiscal year.

- 2. Email – OLS – Board Assembly Announcement
- 3. Letter – BDO – Regarding Library Services Centre

## **5. Financial Matters**

### **a) Actual vs. Budget Year to Date Report**

**Moved by: David Kurth**

**Seconded by: Christa McBain**

THAT the Actual vs. Budget Year to Date report be accepted for information.  
Carried.

CEO Weir answered a question regarding the audit fee. According to Katelyn Repovs in finance it is just a timing difference in the way that they record the accrual for audit fees and the corresponding expense.

## **6. Report**

**a) Library CEO presented the February/March 2024 CEO's written and verbal report.**

**Moved by: Tina Jol**

**Seconded by: Leanne Reilly**

THAT West Lincoln Library Board authorizes the CEO to purchase baby gifts on behalf of the Board and Staff to the value of \$300.00 for Vanessa Holm's twins.

Carried

## **7. Library Business**

### **a) Board Liability for Unused Vacation**

CEO Weir provided the Board with information regarding the amount of unused previous vacation and this year's entitlement and the total amount of liability. Staff have been asked to present a plan to use up previous vacation prior to June 15 and to ensure their 2024 entitlement is scheduled to be used before December 31.

### **b) Library Board Meeting Frequency**

**Moved by: Puneet Bajaj**

**Seconded by: Leanne Reilly**

THAT the West Lincoln Library Board hold 9 regular meetings annually until the end of the Board term and any additional meetings called by the Chair.

Carried

### **c) Library Board Meeting Minutes**

Minor formatting changes to the Board minutes will allow them to be easily posted to the library website. The CEO will continue to work with the Acting Director of Legislative Services to have the Board minutes go to Council for their receipt.

**8. Next Meeting Date:** April 23, 2024

## **9. Closed Session – Not held**

## **10. Announcements**

### **a) Newsletter for March April 2024**

### **b) Board Roundtable of Announcements**

David Kurth complimented Cindy on the way she complimented a staff member on a positive action with a patron.

Christa McBain enquired about the benefits of board membership with OLA  
Cindy reminded the Board of the video session on Learn HQ from Ontario Library Service.

Puneet Bajaj had heard a broadcast that had great ideas for bringing people into the library, including: loaning diagnostic tools to fix your car; loaning fishing rods; how much you saved by using the library on the receipt; reaching out to different diversities who may not know about libraries and the opportunity to borrow materials; update your resume programs; popular books from Libby at the front of the list of books as suggestions instead of the long lines for popular eBooks.

**11. Adjournment**

**Moved by: Tina Jol**

THAT the March 19, 2024 West Lincoln Public Library Board Meeting adjourns at 7:02 p.m.

Carried.

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**JULIE ADAMS, CHAIR**

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**CINDY WEIR, CEO**

4800 SOUTH SERVICE RD  
BEAMSVILLE, ON L0R 1B1

905-563-8205

February 28, 2024

SENT VIA EMAIL: [Premier@ontario.ca](mailto:Premier@ontario.ca)

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

Dear Honourable Doug Ford:

**RE: Town of Lincoln Council Resolution – Urgent Need for Increased Funding to Libraries and Museums in Ontario**

Please be advised that the Council of the Corporation of the Town of Lincoln at its Council Meeting held on February 26, 2024, passed the following motion regarding an Urgent Need for Increased Funding to Libraries and Museums in Ontario:

Resolution No: RC-2024-23

Moved by Mayor Easton; Seconded by Councillor Mike Mikolic

**WHEREAS** the provincial funding for public libraries is currently based on population levels from 25 years ago, which fails to reflect the substantial growth and changing needs of our communities. The Town of Lincoln Council wishes to draw your attention to the "Overdue" report of 2023 from the Canadian Urban Council, which emphasizes the pivotal role libraries play in various aspects of community life, including knowledge distribution, culture, health, reconciliation, belonging, and our democracy; and

**WHEREAS** libraries, situated at the heart of our communities, serve as multifaceted institutions catering to diverse needs. They provide essential services such as access to culture and information, refuge for those experiencing domestic violence, election information centers, job search facilities, health clinics, language learning centers for newcomers, and spaces for educational and community events. Despite their vital role, public libraries in Ontario have not seen an increase in provincial funding for over 25 years, leading to a decrease in the value of the province's investment by over 60%; and

**WHEREAS** the Town of Lincoln Council urges the Provincial Government to



consider increasing provincial funding for Ontario's public libraries to address critical shared priorities and community needs. While over 90% of library funding comes from local municipal governments, provincial operating funding is crucial for providing stability to library budgets, especially in times of inflation, technological changes, and increasing demands on libraries as community hubs; and

**WHEREAS** the Town of Lincoln Council would like to bring to the Provincial Government's attention the pressing need to increase the funding envelope for the Community Museum Operating Grant (CMOG). The Town of Lincoln currently receives \$25,000 annually, the maximum amount through this grant, but the funding envelope has remained stagnant for over 15 years. This limitation hampers the ability of community museums to offset increasing operational expenses, impacting their role in preserving and promoting local stories, attracting cultural tourists, supplementing school curriculum, and contributing to vibrant and vital communities; and

**WHEREAS** the Lincoln Museum and Cultural Centre is a community hub critical to the health and vibrancy of our community. An increase in CMOG funding will enable our museum to continue its valuable service to the community, creating a sense of place, attracting cultural tourists, and preserving local stories that define our unique identity; and

**WHEREAS** Cultural institutions, particularly museums, play a vital role in shaping and preserving our community's identity. They contribute to tourism, social participation, senior well-being, skill-building, and learning. As the largest government funder for most of Ontario's smaller museums, municipalities create value in their communities through the work of these institutions.

**THEREFORE, BE IT RESOLVED THAT** the Town of Lincoln Council urges the Provincial Government to support increasing funding to both public libraries and community museums. Recognizing these institutions as national assets and strategically investing in their potential will contribute significantly to renewing post-pandemic social cohesion, economic well-being, and community resilience; and

**BE IT FURTHER RESOLVED THAT** this resolution be circulated to the Province, the Minister of Tourism, Culture and Sport, Association of Municipalities of Ontario (AMO), the Niagara Region, the 12 Local Area Municipalities in Niagara and all municipalities of Ontario for endorsement.

**CARRIED**

If you require any additional information, please do not hesitate to contact the undersigned.

Regards,



Julie Kirkelos

Town Clerk

[jkirkelos@lincoln.ca](mailto:jkirkelos@lincoln.ca)

JK/dp

Cc: Premier of Ontario  
Minister of Tourism, Culture and Sport  
Association of Municipalities of Ontario (AMO)  
Ann-Marie Norio, Clerk, Niagara Region  
Local Area Municipalities  
All Ontario Municipalities

**DATE:** May 21, 2024

**REPORT NO:** PW-14-2024

**SUBJECT:** **Barbara St., Brooks Circ., & Killins St. Water main Replacement & Road Reconstruction (PW 2024-02) – Budget Amendment BA2024-03 and Tender Award**

**CONTACT:** Ray Vachon, C.E.T. – Project Manager  
Mike DiPaola, P.Eng., - Director of Public Works & Recreation

**OVERVIEW:**

- In February 2024, Council approved the 2024 Capital Budget that included \$1,900,000.00 for water main replacement and road rehabilitation of Barbara Street, Brooks Circle, and Killins Street.
- Staff circulated a Tender on March 26 2024, with nine (9) tender submissions received on the closing date of April 12, 2024.
- A low bid in the amount of \$1,733,881.00 (excluding HST) was received from Catalina Excavating Inc. of Hamilton ON, after the \$50,000 post-tender contingency allowance reduction.
- Staff recommends awarding the contract to Catalina Excavating Inc.
- Staff recommends that the Engineering Agreement with the consulting firm of Associated Engineering (Ont) Ltd. be extended to include the required contract administration and construction inspection services of \$99,990.00 (excluding HST), with the engineering fees being calculated on a time plus disbursements basis.
- Staff requests that Budget Amendment BA2024-03 be approved to reallocate budgeted expenditures and funding to allow for the new sidewalk on Barbara St. and Killins St., at an estimated cost of \$160,000.00, based on prices submitted by the low bidder.

**RECOMMENDATION:**

1. That report PW-14-2024 titled, “Barbara St., Brooks Circ., & Killins St. Water main Replacement & Road Reconstruction (PW 2024-02) – Budget Amendment BA2024-03 and Tender Award”, dated May 21, 2024 be received;
2. That tender submission be awarded to Catalina Excavating Inc. for the water main, sidewalk and road construction work, in the amount of \$1,733,881.00 (excluding HST); and
3. That Budget Amendment BA2024-03, as outlined in Schedule C to report PW-14-2024, to reallocate the budgeted expenditures and financing for the water main and road projects, along with the new sidewalk on Barbara St. and Killins St., at an

- estimated cost of \$160,000.00, be approved; and
4. That the Engineering Agreement with the consulting firm of Associated Engineering (Ont) Ltd. be extended to include contract administration and inspection services of \$99,990.00 (excluding HST), with the engineering fees being calculated on a time plus disbursements basis; and
  5. That a by-law authorizing the Mayor and Clerk to enter into an agreement with Catalina Excavating Inc., be passed.

**ALIGNMENT TO STRATEGIC PLAN:**

- **BUILD** a safe, connected, caring and active community

**BACKGROUND:**

In the 2024 Capital Budget, Council approved \$1,900,000.00 towards the water main replacement and road rehabilitation of Barbara Street, Brooks Circle, and Killins Street project. Please refer to Schedule A for the project location plan.

The project entails the replacement of 770m of water main, some curb replacement & repairs, a new sidewalk along the east side of Barbara and north side of Killins, some road base repairs, and new asphalt pavement.

The detail design proceeded throughout 2023 and into early 2024. On February 27, 2024, Staff and the Consultant held a Public Information Centre (P.I.C.) for affected residents to give them an opportunity to review the project scope and upcoming construction project. The process was helpful with the final design and also served to keep everyone informed.

Following the P.I.C., the detailed design and contract document was finalized and tendered.

**CURRENT SITUATION:**

On March 26, 2024, Staff circulated a tender document on the Township’s Bidding System – Bids & Tenders. On the closing date of April 12, 2024, nine (9) tenders were received and opened.

All nine (9) submissions were reviewed by staff and forwarded to the Consultant to check for completeness, accuracy and arithmetic correctness. All extensions and the totals for all tenders were checked and no errors found. The tender bid submissions are as follows:

Company	Tender Price (excl. HST)
Catalina Excavating Inc.	\$1,783,881.00
Cotton Inc.	\$1,851,948.75

Neil Montague Construction Limited	\$1,979,045.00
KADA Group Inc.	\$1,983,032.93
Peter's Excavating Inc.	\$1,983,796.40
O'Hara Trucking and Excavating	\$2,020,807.00
Demar Construction Inc.	\$2,173,895.35
Wesroc Construction Ltd.	\$2,344,984.50
TOR-EX INC.	\$3,638,999.50

The low bidder, Catalina Excavating Inc. and their subcontractors, have experience completing similar works in other Niagara municipalities. Staff and the Consultant reviewed and evaluated the tender and did not find any errors or discrepancies. Therefore awarding the contract to Catalina Excavating Inc., is being recommended.

The tender included a Contingency Allowance of \$150,000 within the Schedule of Quantities. To ensure total costs, including construction, construction administration, construction inspection, and geotechnical/material testing, fall within our approved budget, staff reviewed the contingency allowance amount and feel it is appropriate to reduce this contingency amount (post-tender) to \$100,000. This reduces Catalina Excavating Inc.'s total bid to \$1,733,881.00 excluding taxes. The reduction in the contingency does not change the order of the bids as the \$50,000 would be deducted from all bidders.

Additionally, the Township's current engineering agreement with the consulting firm, Associated Engineering (Ont) Ltd., only includes the detailed design and contract document / tender process and does not currently include contract administration and inspection services. The firm's proposal, from the public RFP process for these services, back in May of 2023, indicates that the engineering fee for contract administration and inspection would be \$99,990.00 (excluding HST). Given that this project is proceeding to construction, it is recommended that the current engineering agreement with this firm be extended to include the necessary contract administration and construction inspection services.

Based on the adjusted tender bid submitted by Catalina Excavating Inc., the Township's total estimated cost for this project is itemized below:

Construction Cost (Catalina)	\$1,733,881.00
Contract Administration / Inspection	\$ 99,990.00
Geotechnical Construction Testing	\$ 20,000.00
Net HST & Misc. Costs (rounded)	\$ 46,129.00
<b>Total Estimated Project Cost:</b>	<b>\$1,900,000.00</b>

**FINANCIAL IMPLICATIONS:**

The approved 2024 capital budget amounts for this project are summarized below:

<b>Project Description</b>	<b>Budget Amount</b>
Killins St, Barbara St, Brooks Cir Water main Replacement	\$800,000.00
Killins St, Barbara St, Brooks Cir Road Resurfacing	\$1,100,000.00
<b>Total Original Budget</b>	<b>\$1,900,000.00</b>

The total estimated project cost is within the approved budget of \$1,900,000.00 for this watermain replacement and road reconstruction project. The estimated cost per asset type, based on the bid submission by the low bidder is shown in Schedule B, and did not align with the approved budget amount for each asset type. Therefore, in order to better reflect the cost of each project asset, Council is asked to approve Budget Amendment BA2024-03. This Budget Amendment reallocates budgeted expenditure and funding amounts from the roads reconstruction project budget, to the water main project budget and sidewalk project budget along Barbara St. and Killins St. Further details can be found in Schedule C.

This sidewalk project was not originally budgeted for, as the detail design was not yet completed before approval of the 2024 capital budget, and staff expected resistance for this new sidewalk from local homeowners during the P.I.C. in February 2024. Given no resistance was encountered from residents, the sidewalk construction is moving forward.

It is important to note that the budget amendment, as reflected in Schedule C, is not a request for additional funds; It is simply reallocating the approved budgetary funding to reflect the estimated construction costs of each asset type and project budget, based on the tender results.

**INTER-DEPARTMENTAL COMMENTS:**

This report was reviewed by the Acting Director of Finance, CAO, and the Clerks Department.

**CONCLUSION:**

In summary, Staff recommends this contract be awarded to the low bidder, Catalina Excavating Inc., at their adjusted bid price of \$1,733,881.00 (plus HST), and the current engineering agreement with Associated Engineering (Ont) Ltd., be extended to include the required contract administration and inspection services for \$99,990.00 (plus HST).

Staff further recommends that Budget Amendment BA2024-03 be approved to reallocate funding from the road reconstruction project budget to the water main and sidewalk project budgets, and that a by-law be passed to authorize the Mayor and Clerk to enter into an agreement with Catalina Excavating Inc. for the Barbara St., Brooks Circ., & Killins St. Water main Replacement & Road Reconstruction project as outlined above.

**SCHEDULES:**

**Schedule A – Key Plan**

**Schedule B – Prorated Asset Splits**

**Schedule C – Impact to Budget - Budget Amendment BA2024-03**

**Prepared by:**



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**Ray Vachon, C.E.T.**

Project Manager

**Submitted by:**



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**Mike DiPaola, P. Eng.**

Director of Public Works & Recreation

**Approved by:**



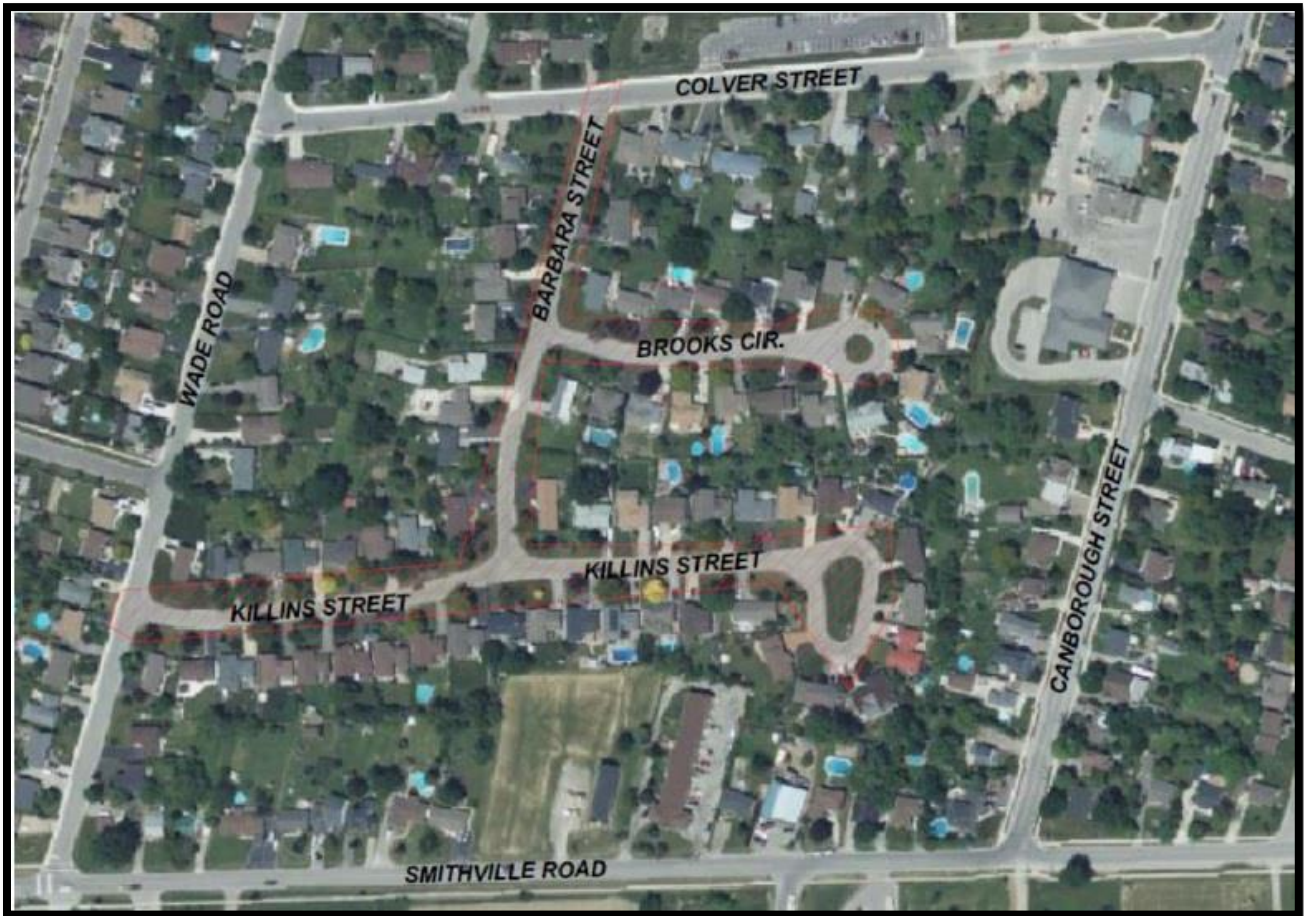
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**Donna DeFilippis, CPA, CA**

Interim CAO/Treasurer

# SCHEDULE 'A'

## Project Location Plan



**West Lincoln**  
Your Future Naturally



## Schedule B - Prorated Account Splits

	<b>Low Bid</b>	<b>% Splits for Gen, Prov, &amp; Eng Costs</b>	<b>Total w/ Gen, Prov., &amp; Eng Costs</b>	<b>Totals Splits w/ Tax, Rounded up</b>	<b>Approved Budget</b>
Schedule A - General Items	\$185,250.00				
Schedule B & C Road, Storm	\$645,099.25	43%	\$ 801,522.74	\$ 820,000.00	\$ 1,100,000.00
Schedule B1 - Sidewalk	\$122,952.75	8%	\$ 152,766.30	\$ 160,000.00	\$ -
Schedule D - Watermain	\$723,949.00	49%	\$ 899,491.96	\$ 920,000.00	\$ 800,000.00
Schedule E - Provisional Items	\$56,630.00				
Const. Admin/Inspection/Testing	\$119,900.00				
<b>Totals:</b>	<b>\$1,853,781.00</b>	<b>100%</b>	<b>\$ 1,853,781.00</b>	<b>\$ 1,900,000.00</b>	<b>\$ 1,900,000.00</b>

**Schedule C - Impact to Budget - Budget Amendment BA2024-03**

				Original Funding			Reallocation of Funding			Revised Funding		
	Original Budget	Reallocation of Budget	Revised Budget	Development Charges	Water Reserve	CCBF	Development Charges	Water Reserve	CCBF	Development Charges	Water Reserve	CCBF
Watermain	\$ 800,000	\$ 120,000	\$ 920,000		\$ 800,000			\$ 28,000	\$ 92,000		\$ 828,000	\$ 92,000
Roadwork	\$ 1,100,000	\$ (280,000)	\$ 820,000	\$ 110,000		\$ 990,000	\$ (28,000)		\$ (252,000)	\$ 82,000		\$ 738,000
Sidewalk		\$ 160,000	\$ 160,000						\$ 160,000			\$ 160,000
<b>Totals:</b>	<b>\$ 1,900,000</b>	<b>\$ -</b>	<b>\$ 1,900,000</b>	<b>\$ 110,000</b>	<b>\$ 800,000</b>	<b>\$ 990,000</b>	<b>\$ (28,000)</b>	<b>\$ 28,000</b>	<b>\$ -</b>	<b>\$ 82,000</b>	<b>\$ 828,000</b>	<b>\$ 990,000</b>

**THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN**

**BY-LAW NO. 2024-XX**

**A BY-LAW TO AUTHORIZE AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN AND CATALINA EXCAVATING INC. FOR THE BARBARA ST., BROOKS CIRC., & KILLINS ST. WATERMAIN REPLACEMENT & ROAD RECONSTRUCTION PROJECT**

**WHEREAS** the Council of the Corporation of the Township of West Lincoln deems it expedient to enter into an agreement with Catalina Excavating Inc. for the Barbara St., Brooks Circ., & Killins St. Watermain Replacement & Road Reconstruction Project.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN ENACTS AS FOLLOWS:**

1. That, the Council of the Corporation of the Township of West Lincoln enter into an agreement with Catalina Excavating Inc. for Barbara St., Brooks Circ., & Killins St. Watermain Replacement & Road Reconstruction Project; and,
2. That, the Mayor and Clerk be authorized to sign the above mentioned agreement, and any other related documents, and to affix the Corporate Seal thereto.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 21<sup>st</sup> DAY OF MAY 2024.**

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**MAYOR CHERYL GANANN**

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**NANCY FIORENTINO, CLERK**

**DATE:** May 21, 2024  
**REPORT NO:** PW-15-2024  
**SUBJECT:** **Campbell Bridge (TWL-ID-B04) Rehabilitation Tender Award**  
**CONTACT:** Ray Vachon, C.E.T., Project Manager  
Mike DiPaola, P. Eng., Director of Public Works and Recreation

**OVERVIEW:**

- Council approved \$35,500.00 in 2022 and \$100,000.00 in the 2023 Capital budget to award the bridge detailed condition survey and detailed design and contract administration respectively, for the Campbell Bridge Rehabilitation Project, and \$600,000.00 was approved in the 2024 Capital Budget for the construction rehabilitation work, for a total project budget of \$735,500.00.
- The Township’s Consultant and Staff prepared, and circulated a Tender, with four (4) tender submissions received on the closing date of May 10, 2024, but one (1) bid was disqualified for not submitting a complete Form of Tender.
- A low bid in the amount of \$447,923.00 (excluding HST) was received from Anthony’s Excavating Central Inc.
- The Consultant and Staff recommend awarding the contract to the low bidder Anthony’s Excavating Central Inc.
- Staff recommends a project contingency and construction testing allowance in the amount of \$80,817.00.
- The total project cost for this project is estimated at \$665,000.00.

**RECOMMENDATION:**

1. That, Recommendation Report PW-15-2024, re: “Campbell Bridge (TWL-ID-B04) Rehabilitation Tender Award”, dated May 21, 2024, be received; and,
2. That, Council awards the Tender submission to Anthony’s Excavating Central Inc. in the amount of \$447,923.00 (excluding HST); and,
3. That a project contingency and construction testing allowance in the amount of \$80,817.00 be provided for this project; and,
4. That the total project cost estimated at \$665,500.00 be approved, which included the bridge condition survey, detailed design, contract administration, construction inspection, construction cost, a project contingency, net HST, and other miscellaneous costs; and,
5. That, a by-law be passed to authorize the Mayor and Clerk to enter into an agreement for contract with Anthony’s Excavating Central Inc.

**ALIGNMENT TO STRATEGIC PLAN:**

**BUILD** - a safe, connected, caring and active community.

**BACKGROUND:**

The 2021 OSIM Bridge Inspection report recommended a detailed condition survey for the Campbell Bridge (TWL-ID-B04), located on South Grimsby Road 16, 100m north of Twenty Road, to determine the extent of the rehabilitation work required. Please refer to Schedule A for the location of Campbell Bridge (TWL-ID-B04).

In 2022, Council approved \$35,500.00 to complete a bridge detailed condition survey (DCS) of the bridge, which was awarded to J.L Richards & Associates Limited under report PW-11-2022. The DCS was completed and included a cost-benefit analysis of four (4) rehabilitation strategies. The preferred strategy was a new deck overlay, including deck concrete repairs, waterproofing, new asphalt, embankment and abutment erosion repairs, and substructure concrete repairs.

In the 2023 Capital Budget, Council approved \$100,000 to complete the detail design for the Campbell Bridge rehabilitation. Shortly after budget approval, staff posted an RFP to complete the detail design. In June 2023, the assignment was awarded to ELLIS Engineering Inc. for \$94,760.00, which included detailed design (\$29,060.00), and Construction Administration and Inspection services (\$65,700.00).

As part of the 2024 Capital Budget, Council approved a budget of \$600,000.00 for the Campbell Bridge Rehabilitation construction project.

**CURRENT SITUATION:**

The Township’s Consultant (ELLIS Engineering Inc.), and Staff, prepared and circulated tender documents on April 24, 2024 with a closing date of May 10, 2024. The tender was advertised on the Township electronic tendering service, Bids & Tenders. Four (4) tenders were received and opened on the tender closing date. Once (1) of the submissions was disqualified due to missing information on the Form of Tender and was not signed or sealed.

All extensions and the totals for the remaining three (3) qualified tenders were checked. A mathematical error was found on one (1) of the submissions which were corrected, following the contract provisions within the Tender Document. The order of the tenders was not impacted by the corrections. The tender prices, with the corrections, are listed below:

<b>Contractor Name</b>	<b>Original Tender Bid (exc. Net HST)</b>	<b>Corrected Tender Bid (exc. Net HST)</b>
Anthony’s Excavating Central Inc.	\$447,823.00	\$447,923.00
Urbanlink Civil Ltd.	\$458,500.00	
Marbridge Construction Ltd.	\$542,300.00	
KB Civil Constructions Inc.	Disqualified	

Staff agreed with the Consultant’s recommendation that Anthony’s Excavating Central Inc. and associated sub-contractors, have the capability to properly complete the project as indicated in the contract documents.

Based on the tender bid submitted by Anthony’s Excavation Central Inc., the complete total project costs, including detail design, construction, and construction administration and inspection are itemized below:

Bridge Detailed Condition Survey (final cost)	\$ 30,500.00
Detail Engineering Design	\$ 29,060.00
Tender Cost (Low Bid)	\$ 447,923.00
Construction Admin & Inspection	\$ 65,700.00
Non-Recoverable HST (Rounded)	\$ 11,000.00
Project Contingency & Const. Testing	<u>\$ 80,817.00</u>
<b>Total Estimated Cost:</b>	<b>\$ 665,000.00</b>

**FINANCIAL IMPLICATIONS:**

A summary of the approved total capital budget amount for this project for 2022, 2023, and 2024, including the bridge detailed condition survey, detail design, construction admin, inspection, and construction is shown below:

Description	GL Account	Budget
Campbell Bridge Rehabilitation	3-06-06130-630710	\$735,500.00

The total estimated project cost for this project are within the approved budget.

**INTER-DEPARTMENTAL COMMENTS:**

This report has been reviewed by the Interim CAO/Treasurer and the Clerk.

**CONCLUSION:**

In summary, Staff recommends that this contract be awarded to the low bidder, Anthony’s Excavating Central Inc. at their bid price of \$447,823.00 (excluding HST); and that a project contingency and construction testing allowance in the amount of \$80,817.00 be included for this project.

The total project cost is estimated to be \$665,000.00, which included the bridge detailed condition survey, detailed design, construction work, contract administration, construction inspection, material quality control testing, a project contingency, net HST, and other miscellaneous project costs.

Staff further recommends that a by-law be adopted authorizing the Mayor and Clerk to enter into an agreement for contract with Anthony’s Excavating Central Inc. for the Campbell Bridge (TWL-ID-B04) Rehabilitation construction project as outlined above.

**SCHEDULES:**

**SCHEDULE A – Campbell Bridge Location Key Plan**

**Prepared & Submitted by:**



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**Ray Vachon, C.E.T.**  
Project Manager



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

**Approved by:**



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**Donna DeFilippis**  
Interim CAO/Treasurer

# Schedule A

## Campbell Bridge Location Key Plan

