

March 9, 2020

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Clarification to Report Dated January 22, 2020 – Award of Tender 19-OF-18

At the January 27, 2020 meeting of Council an administration report from myself was brought forward for the award of Tender 19-OF-18 – 2020 - 2021 Roadway Reconstruction of Scott Street Reid Avenue to Colonization Road East. See attached copy of the January 22nd, 2020 report. Paragraph 7 of my report (in which town administration have discovered two typographical errors), stated:

“In accordance with the Town’s procurement policy, Administration has an obligation to point out to Council any tender irregularities. All tenders submitted were complete and compliant. The original tender form included a credit for the use of sand bedding instead of stone bedding in their total. The actual credit amount would be based on amount of sand used so should not be considered in the tender total. See Spreadsheet No. 1, which outlines details on the four (4) tender bids received and the associated costs for each individual project. Also, highlighted in “green” indicates the lowest unit bid price and “red” indicates the highest unit bid price and the 2019 works are shown in “blue” text.”

The yellow highlighted section of this paragraph contains the typographical errors. KGS has advised that per our past practice and the past practice of KGS, the total tender price is calculated including all credit items. Therefore, the sentence in that paragraph starting with “The original tender form...” must be struck from that report. I regret that this typographical error occurred and want to ensure that council and the public are aware of this and are provided the proper wording. In addition, the year, “2019” (also highlighted in yellow) should have read 2021 to reflect the duration of this specific contract. The correct wording of Paragraph 7 should be as follows:

“In accordance with the Town’s procurement policy, Administration has an obligation to point out to Council any tender irregularities. All tenders submitted were complete and compliant. See Spreadsheet No. 1, which outlines details on the four (4) tender bids received and the associated costs for each individual project. Also, highlighted in “green” indicates the lowest unit bid price and “red” indicates the highest unit bid price and the 2021 works are shown in “blue” text.”

Regardless of the typographical errors in the January 22th, 2020 report, the recommendation for the award of Tender 19-OF-18 to 1876118 Ontario Ltd o/a Makkinga Contracting has not changed and the other two recommendations remain the same as originally approved as outlined in the January 22nd, 2020 report.

Respectfully Submitted



Travis Rob, P.Eng
Manager of Operations and Facilities

Council approval of this report will accept the wording amendment to the administration report titled Award of Tender 19-OF-18 – 2020 Scott Street Reconstruction dated January 22, 2020 and accepts the revised wording as presented.