



City of
Peterborough

To: **Members of General Committee**

From: **Cynthia Fletcher**
Commissioner of Infrastructure and Planning Services

Meeting Date: **January 21, 2019**

Subject: **Report IPSPW19-002**
Contract Extension for Supply and Delivery of Sand, Gravel, and Stone to Various Locations in the City of Peterborough

Purpose

A report to recommend a two-year contract extension to the contract to Supply and Deliver of Sand, Gravel and Stone to Various Locations in the City of Peterborough.

Recommendation

That Council approve the recommendation outlined in Report IPSPW19-002, dated January 21, 2019 of the Commissioner of Infrastructure and Planning Services as follows:

That a two-year contract extension for RFT T-19-16 for the Supply and Delivery of Sand, Gravel and Stone to Various Locations in the City of Peterborough, be awarded to 1035477 Ontario Ltd., Glenn Windrem Trucking, 2411 Whittington Drive, Cavan Monaghan, ON K9J 0G5, at an annual estimated cost of \$205,000 plus \$26,650 for HST, for an estimated total of \$231,650 per annum for the two-year period 2019 and 2020.

Budget and Financial Implications

Based on the estimated quantities required, the net annual requirement of \$208,608 (or a two-year total of \$419,216), after applicable rebates, will be included in the 2019 and 2020 draft operating budgets for Public Works.

Background

Brief Description

Public Works uses various sand, gravel, and stone materials for the maintenance and repair of various City infrastructures. This tender also includes the supply and delivery of winter sand which is utilized for application of City streets, sidewalks, and trails during winter control activities performed by Public Works.

Administrative Staff Committee at its meeting of March 16, 2016 in considering Report USPW16-006 approved the award of RFT T-19-16 for the Supply and Delivery of Sand, Gravel and Stone to Various Locations in the City of Peterborough, for a term of three years at an annual estimated cost of \$193,255.00 plus HST of \$25,123.15 for a total cost of \$218,378.15 per annum for the 3 year term. Three bids were received for this tender and Glenn Windrem Trucking was the low bid. Over the last three years, Glenn Windrem Trucking has provided quality products, along with prompt service and the City would like to continue with this successful relationship.

Within the Tender, it was stated that the City, at its sole discretion, can negotiate for one additional two-year extension. Accordingly, City Council is being requested to allow this extension even without the normal acknowledgement in the original award report.

The increase in the contract is both more than \$100,000.00 and 10% of the original Contract Value and, accordingly, this extension must be approved by City Council under the terms of Purchasing By-law18-084.

Summary

A two-year extension of RFT T-19-16 for the Supply and Delivery of Sand, Gravel and Stone to Various Locations in the City of Peterborough is recommended.

Submitted by,

Cynthia Fletcher
Commissioner of Infrastructure and Planning Services

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