

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
SUPPLEMENTARY MEETING AGENDA OF COUNCIL;
AUGUST 13, 2018 @ 2:00 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

**PAGE
NUMBER**

ITEMS FOR CONSIDERATION

2. ADMINISTRATION

- d. Report CLK 2018-035 being a report on Tender 2018-017 award (Cormack Drain)

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**TO: MAYOR AND MEMBERS OF COUNCIL
MEETING OF AUGUST 13, 2018**

**FROM: KARREN WALLACE, DIRECTOR OF LEGISLATIVE
SERVICES/CLERK**

**SUBJECT: REPORT CLK 2018-035 BEING A REPORT ON TENDER 2018-017
AWARD (CORMACK DRAIN)**

RECOMMENDATION

THAT Council of the Township of Wellington North receive Report CLK 2018-035 being a report to award Tender 2018-017 Cormack Drain;

AND FURTHER THAT the Council of the Township of Wellington North award Tender 2018-017 to Marquardt Farm Drainage at a cost of \$19,396.00 including HST.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

CLK 2016-059 being a report regarding a petition for drainage works under the Drainage Act on part Lot 5, Concession 11 (formerly Arthur Township), be received;

CLK 2018-019 being a report consider the final engineer's report for the proposed drainage works for the Cormack Drain and appoint a court of revision;

BACKGROUND

On September 1, 2016 a Petition for Drainage Works by Owners under the *Drainage Act* (the Act) was filed with the Clerk of the Township of Wellington North for drainage works to be constructed on part Lot 5, Concession 11. The Council of the Township of Wellington North approved the request and appointed K. Smart & Associates Limited as the engineer.

Tenders for construction were issued on July 6, 2018 and closed on August 9, 2018 at 2:00 p.m.

The Township received 1 bid. A tender summary FORM is attached as Schedule A for Council's review. Based upon the bid results, K. Smart and Associates Limited is recommending Tender 2018-017 be awarded to Marquardt Farm Drainage Ltd. at a cost of \$ 19,396.00 plus HST. Staff concur with this recommendation.

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| FINANCIAL CONSIDERATIONS |
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The estimated cost of the township's share of construction is \$24,831.00. It is anticipated the work will be complete by fall 2018.

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| STRATEGIC PLAN |
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Do the report's recommendations advance the Strategy's implementation?

Yes

No

N/A

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| PREPARED BY: | RECOMMENDED BY: |
| <i>Karren Wallace</i> | <i>Michael Givens, CAO</i> |
| KARREN WALLACE DIRECTOR OF LEGISLATIVE SERVICES CLERK | MICHAEL GIVENS CHIEF ADMINISTRATIVE OFFICER |



TENDER SUMMARY FORM

| | | | |
|---------------------|---------------------------------------|---------------------|--------------------|
| OWNER | Township of Wellington North | CONTRACT #: | File 16-305 |
| PROJECT DESCRIPTION | Cormack Drain | CLOSING DATE & TIME | Aug 9, 2018 2:00pm |
| NO. ADDENDA | PRE-TENDER PRICE ESTIMATE (EXCL. HST) | | |

| PLAN TAKERS (As recorded by the Township subsequent to an order for plans and specifications) | # of Addenda Confirmed by Fax (3) | TENDER AMOUNT | Acceptable Bid deposit as specified in the IBs (4) | | | AGREEMENT TO BOND | SIGNING | NO. OF ADDENDA | TIME OF COMPLETION (1) | BIDDER'S POSITION |
|--|-----------------------------------|-----------------------|--|----------------------------|-------------------|-------------------|---------|----------------|------------------------|-------------------|
| | | | Submitted with Tender | Returned to Contractor (2) | Retained by Owner | | | | | |
| Marquardt | | \$9,396.00 (+ HST) | ✓ 3000.00 2000.00 money order | | | | | | | |
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- (1) Time of Completion, if not specified in the Contract Documentation, in weeks from date of contract award.
- (2) Contractor to initial Tender Summary Form sheet upon return of tender deposit - identification to be confirmed.
- (3) Addenda may be attached to the contract when it is sent out - not required to confirm by fax.
- (4) If the tender deposit submitted was not what was specified, this inconsistency should be brought to the attention of the Owner.
- (5) Copies of low bids to be made upon completion of the tender opening. This is not in reference to anything in particular.