



REPORT

TO: Mayor Lawlor and Members of Council

FROM: Teri Hoey, Supervisor of Construction

DATE: July 26, 2024

REPORT NO.: TPW-2024-013

SUBJECT: Award for 2024-032-T, Mill Street and Main Street Resurfacing

RECOMMENDATION:

THAT Report No. TPW-2024-013, dated July 26, 2024, regarding the Award for 2024-032-T, Mill Street and Main Street Resurfacing be received;

AND FURTHER THAT Tender No. 2024-032-T, 2024 Mill Street and Main Street Resurfacing be awarded to Dig-Con International Ltd., in the amount of \$1,736,815.00 plus applicable taxes;

AND FURTHER THAT Request For Proposal (RFP) No. 2024-065-P – Contract Administration Services for Main Street and Mill Street East – Acton be awarded to EXP Services Inc., in the amount of \$124,399.00 plus applicable taxes;

AND FURTHER THAT Council approves the Mill Street and Main Street Resurfacing project (no. 6200-16-2405) to proceed in 2024 with a total budget of \$2,287,651;

AND FURTHER THAT staff are authorized to fund the Mill Street and Main Street Resurfacing project using up to \$1,897,247 in Connecting Links grant funding and \$390,404 from the Capital Replacement Reserve as outlined in this report;

AND FURTHER THAT Council be requested to enter into an Agreement with MTO, inclusive of an extension of time request and authorizes the Mayor and Clerk to execute the necessary contribution agreement for the project;

AND FURTHER THAT Council authorizes the Mayor and Clerk to execute the necessary contract documents for the project;

AND FURTHER THAT the Manager of Purchasing be authorized to issue purchase orders for the above.

KEY POINTS:

The following are key points for consideration with respect to this report:

- Staff are recommending the award of Tender 2024-032-T, Mill Street and Main Street Resurfacing to Dig-Con International Ltd. as the lowest compliant bidder.
- Staff are recommending the award of Request for Proposal 2024-065-P to EXP Services Inc. as the successful bidder.
- Staff are recommending Council enter into agreement with MTO regarding the secured funding from the Town's Connecting Links Program 2024-25 (Intake 9) application.
- Staff have requested an extension to the completion dates associated with the Town's Connecting Links Program 2024-25 (Intake 9) application due to scheduling constraints (i.e., winter construction).
- The Town's portion of eligible estimated project costs (10%), applicable taxes, and project contingency related to this project (6200-16-2405), a total of \$390,404 will be funded from the Capital Replacement Reserve.

BACKGROUND AND DISCUSSION:

Council approved Report TPW-2023-030, dated November 20, 2023 regarding Connecting Links Program 2024-25 – Funding Application and Contribution Agreement.

The Funding Application was completed anticipating MTO notification to the Town in March 2024. The Town was advised that the application was successful in securing funding on May 21, 2024. This delay in notification prevents the construction project from being fully completed in the 2024 construction season and results in a required request for extension from the original application dates. Staff have submitted a formal request for extension to the MTO with revised deadlines for Substantial Completion and Final Reporting of June 2025 and August 2025 respectively.

The Connecting Links Program provides funding to the Town for 90% of the estimated eligible costs to complete the proposed project with the balance of 10% to be funded by the Town.

Following the notification of the successful funding application, the design was finalized and tendered on June 7, 2024. A pre-construction survey RFQ was developed and issued on June 17, 2024, with planned completion of August 30, 2024. To properly mitigate risk during construction activities, pre-construction surveys must be completed prior to Construction Commencement.

Request for Proposal (RFP) 2024-065-P Contract Administration Services for Main Street and Mill Street East – Acton was issued on June 12, 2024, closing July 9, 2024 seeking a consultant to provide construction management and site inspection services.

The RFP was advertised on the bids and tender’s website. A total of Ten (10) plan takers downloaded the bid documents and Four (4) bids were received.

Following the evaluation process with staff and purchasing, EXP Services Inc. was determined to be the successful proponent and are recommended for award through this report.

The scope of work includes partial depth asphalt removal, curb and sidewalk repairs in pre-identified areas, storm sewer repairs or replacement and full width asphalt resurfacing.

The Transportation section, through a detailed review of the proposed design has recommended enhanced pavement markings for pedestrian crossings for all intersections on Mill Street and the associated accessibility and mobility improvements to ensure the Town meets the Accessibility for Ontarians with Disabilities Act (AODA) requirements.

Tender No. 2024-032-T – Mill Street / Main Street Resurfacing – Acton was issued on June 7, 2024, closing July 3, 2024. Bids were posted on the Town’s website and advertised on the bids and tender’s website. A total of Twenty-Seven (27) plan takers downloaded the bid documents and Four (4) bids were received. A tabular summary of the bids received is presented below.

Contractor	Pre-tax Total
DIG-CON INTERNATIONAL LIMITED	\$1,736,815.00
Gazzola Paving Limited	\$1,749,420.50
PAVE-AL LIMITED	\$2,000,253.50
Cox Construction Limited	\$2,088,626.65

The bid submitted by Dig-Con International Ltd. for \$1,736,815.00 (plus applicable taxes) was the lowest bid received. As a result, staff are recommending award of the tender to Dig-Con.

Project costs such as contract administration, site inspection, pre-construction surveys, material testing and project contingency bring the Towns total estimated costs to \$390,403.54. A detailed financial breakdown is provided below.

Attachment A demonstrates the road segments involved in the project.

STRATEGIC PLAN ALIGNMENT:

This report identifies infrastructure and asset management as one of the Town’s Strategic priorities.

RELATIONSHIP TO CLIMATE CHANGE:

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

PUBLIC ENGAGEMENT:

Public Engagement has been conducted as follows: Open House Q&A with the Acton BIA businesses.

Notice of project was sent to community on June 7, 2024 once notified of successful funding application with the MTO.

Notice of Construction will be mailed, or hand delivered to affected area residents and businesses.

INTERNAL CONSULTATION:

The Manager of Purchasing agrees with this recommendation.

The Town Treasurer and Director of Finance agrees with this recommendation.

The Director of Transportation is aware of the project.

FINANCIAL IMPLICATIONS:

This report has an immediate financial impact and requires a funding source.

The Mill Street and Main Street Reconstruction project (project no. 6200-16-2405) is recommended to proceed in 2024 with a total budget of \$2,287,651. The project has successfully secured funding through the Ministry of Transportation's 2024-25 Connecting Links Program, which will provide funding for 90% of eligible costs to a maximum of \$1,897,247. To cover the Town's 10% contribution of \$190,404 and a project contingency of \$200,000, a total of \$390,404 will be funded from the Capital Replacement Reserve.

The award of the Pre-Construction Survey, Request for Tender, and Request for Proposal are estimated at \$1,904,035 (including non-recoverable HST). Staff are requesting an additional project contingency of \$200,000, for a total estimated project cost of \$2,104,035. Any unused funding will be returned to the capital replacement reserve upon project completion.

Description	Amount
Approved 2024-25 Connecting Links Program funding	1,897,247
Capital Replacement Reserve funding	
10% of eligible expenses (below)	190,404
Project contingency	200,000
Total Approved Budget	2,287,651

Estimated Expenses

Pre-Construction Survey	9,890
Dig-Con International Limited - Construction Services	1,736,815
EXP Services Inc. - Contract Administration Services	124,399
Non-recoverable HST (1.76%)	32,931
Total estimated eligible expenses	1,904,035

Project contingency	200,000
Total Project Costs	2,104,035

Reviewed and approved by,

Moya Jane Leighton, Director of Finance & Town Treasurer

Mike Donnelly, Director of Engineering & Construction

Bill Andrews, Commissioner of Transportation & Public Works

Chris Mills, Chief Administrative Officer