

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## Special Meeting of Council

**Thursday April 12, 2018 at 2:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, Ontario K0C 1A0**

### Draft Agenda

#### THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. ACCEPT THE AGENDA (Additions/Deletions) ® (Carma)
2. DECLARATIONS OF CONFLICTS OF INTEREST
3. ADOPTION OF PREVIOUS MINUTES
4. DELEGATION(S)
5. COMMITTEE RECOMMENDATIONS
6. CAO/CLERK'S DEPARTMENT – Steven Potter - Interim CAO/Clerk
7. COMMUNITY SERVICES DEPARTMENT –  
Anne Leduc, Director of Recreation/Community Services
8. TREASURY DEPARTMENT – Sarah Huskinson - Treasurer
9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -  
Jacob Rhéaume – Director of Building, By-law & Planning / CBO
10. FIRE DEPARTMENT – Patrick Gauthier, North Glengarry Fire Chief
11. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works
  - a) Award the Water Distribution Construction Tender ® (Jamie)
  - b) Sanitary Sewer Work ® (Brian)
12. CORRESPONDENCE
13. NEW BUSINESS
14. NOTICE OF MOTION  
Next Regular Public Meeting of Council  
Monday April 23, 2018 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street  
West, Alexandria, Ontario.  
Note: Meeting are subject to change or cancellation.
15. QUESTION PERIOD (limit of one question per person and subsequent question will be at  
the discretion of the Mayor/Chair).
16. CLOSED SESSION BUSINESS
17. CONFIRMING BY-LAW
18. ADJOURN ® (Jacques)

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 12, 2018

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Thursday April 12, 2018.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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**Section 1**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 12, 2018

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

THAT, the Council of the Township of North Glengarry authorizes the CAO/Clerk and the Mayor to enter into an agreement with Clarence McDonald Excavation Ltd. in the amount of \$10,072,268.50 excluding HST;

AND FURTHER, that a contingency of 10% of the construction cost be established for the project in the amount of \$1,007,226.85 and added to the budget for this element;

AND FURTHER, that the Director of Public Works is authorized to issue any and all change orders, alter the scope of the project and spend additional funds as required in order to prevent delays and claims against the Township within the limitations of the contingency;

AND FURTHER, contingency related costs shall be summarized and reported to Council at a regular basis that any costs over and above the established contingency shall be brought to Council for approval.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

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**Section 11 Item a**

# TOWNSHIP OF NORTH GLENGARRY

## STAFF REPORT

**Date:** April 12<sup>th</sup>, 2018  
**To:** Council  
**From:** Ryan C. Morton MPM, CIPM  
Director of Public Works

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**Re: Maxville Water - Distribution System Construction Contract**

### **BACKGROUND:**

This report is being provided to Council in order to award a contract for the Maxville Water Distribution System Construction.

As an element of the Maxville Water Project, the distribution system was tendered and bids were received on April 10<sup>th</sup>, 2017.

The Township received 4 bids from contractors and is identified below.

### **Financial:**

See tender results attached. Being that the tenders were only received recently, staff has not had the opportunity to break out the costs below in detail, but it does not change the award. This analysis will be brought forward subsequently.

#### Estimate:

\$9,000,000 – Water distribution system only.

\$1,000,000 – Added sanitary sewer work, not in original design.

\$ 500,000 - SDG Counties work (economies of scale efficiencies).

\$10,500,000 – Total Estimated Cost

Total Awarded Cost:

Total Bid Price: \$10,072,268.50

HST: \$ 1,309,394.91

Subtotal: \$11,381,663.41

Less HST Rebate: \$ 1,132,115.93

**Total Payable: \$10,249,547.48**

It's important to understand that there is pricing in the tender that may not be utilized and is provisional only. Therefore the tendered amount does not necessarily indicate the end cost and it could be less. Alternatively, staff is working on a reinstatement plan which may increase the total cost based on available dollars. Furthermore, various change orders and circumstances affecting the estimated unit rates may also increase the cost.

All in all this tender is based on the best information available and actual construction costs will vary.

**Recommendation:**

THAT, the Council of the Township of North Glengarry passes a resolution authorizing the CAO/Clerk and the Mayor to enter in to an agreement with Clarence McDonald Excavation Ltd. In the amount of \$10,072,268.50 excluding HST;

AND FURTHER, that a contingency of 10% of the construction cost be established for the project in the amount of \$1,007,226.85 and added to the budget for this element;

AND FURTHER, that the Director of Public Works is authorized to issue any and all change orders, alter the scope of the project and spend additional funds as required in order to prevent delays and claims against the Township within the limitations of the contingency;

AND FURTHER, contingency related costs shall be summarized and reported to Council at a regular basis that any costs over and above the established contingency shall be brought to Council for approval.

**Consultations:**

-  
Sarah Huskinson, Treasurer  
Dean McDonald, Environmental Services Manager  
EVB Engineering  
JL Richards Engineering

**Attachments:**

- Bid Summary
- JL Richards Recommendation



**J.L. Richards  
& Associates Limited**  
864 Lady Ellen Place  
Ottawa, ON Canada  
K1Z 5M2  
Tel: 613 728 3571  
Fax: 613 728 6012

April 11, 2018  
Our File No.: 25490-003.1

**VIA: E-MAIL** ([ryanmorton@northglengarry.ca](mailto:ryanmorton@northglengarry.ca))

Mr. Ryan C. Morton, MPM, CIPM  
Director of Public Works  
Township of North Glengarry  
63 Kenyon Street West  
Alexandria ON K0C 1A0

Dear Mr. Morton:

**Re: Maxville Distribution System – Tender Review**

Please find the Tender Verification Checklist, as well as a Bid Analysis of the unit prices submitted by the lowest and 2<sup>nd</sup> lowest tenderers.

After a review of the Tender results, we have the following comments:

- Clarence McDonald Excavation Ltd. (lowest bidder) submitted a complete package in accordance with the tender requirements.
- Robert Excavation (2<sup>nd</sup> lowest bidder) did not submit an "Agreement to Bond".

Although there is some variability between the unit prices submitted by the low tenderer and our opinion of probable cost for a number of the items, this is generally not unexpected and is typical of a competitive tendering process. The unit prices submitted by the low tenderer do not appear to be unbalanced.

As there were no prequalification requirements, and the low tenderer submitted a complete and responsive bid that does not appear to be unbalanced, we recommend the Township accept the bid of the low tenderer and enter into a formal Contract with Clarence McDonald Excavation Ltd.

If you have any questions, please do not hesitate to call.

Yours very truly,

J.L. RICHARDS & ASSOCIATES LIMITED

Philip Reeve, P.Eng.  
Executive Director  
Chief Municipal Engineer

PR/jd





**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 12, 2018

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

THAT, the Council of the Township of North Glengarry authorizes the Director of Public Works to approve a scope change in order to carry out the necessary engineering work to complete the sanitary sewer construction, approvals and connections in the Village of Maxville in the amount of \$53,917.50 exclusive of HST.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

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**Councillor:** Carma Williams

**Mayor:** Chris McDonell

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**Section 11 Item b**

# TOWNSHIP OF NORTH GLENGARRY

## STAFF REPORT

**Date:** April 12<sup>th</sup>, 2018

**To:** Council

**From:** Ryan C. Morton MPM, CIPM  
Director of Public Works

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**Re:** Jacobs (CH2M) Contract Extension

**Discussion:**

This report is being provided to Council in order to extend Jacobs (formerly CH2M Hill) contract to include the necessary works for the approval of the sanitary sewer works in Maxville under the tender for construction.

With the addition of the sanitary sewer work, staff has incorporated the design components only through CH2M in order to issue the tender. Unconventionally, there is now the requirement to submit all approval documents, calculations, compliance, modelling and residual capacity calculations to support the installation and subsequent "official connection" of the sanitary sewers.

Staff are recommending to extend the contract and proceed with the work through scope change as they are the engineers of record for this project. Seeking alternatives firms for this service is not advisable at this time due to the custodial nature of the work done to date by CH2M/JL Richards.

**Financial:**

Scope Change Cost: \$53,917

**Recommendation:**

THAT, the Council of the Township of North Glengarry authorizes the Director of Public Works to approve a scope change in order to carry out the necessary engineering work to complete the sanitary sewer construction, approvals and connections in the Village of Maxville in the amount of \$53,917.50 exclusive of HST.

**Consultations:**

Sarah Huskinson, Treasurer

**Attachments:**

N/A

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 12, 2018

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

There being no further business to discuss, the meeting was adjourned at \_\_\_\_\_.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

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**Section 18**