



**City of Kingston  
Report to Council  
Report Number 21-130**

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**To:** Mayor and Members of Council  
**From:** Sheila Kidd, Commissioner, Transportation & Public Works  
**Resource Staff:** Luke Follwell, Director, Engineering Services  
**Date of Meeting:** May 18, 2021  
**Subject:** Award of Contract – Surface Treatment – Various Locations

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**Council Strategic Plan Alignment:**

Theme: 3. Improve walkability, roads and transportation

Goal: 3.1 Repair roads and enhance the usability of sidewalks, walkways and paths to increase connections across the city through supporting our active transportation master plan.

**Executive Summary:**

On Friday April 30, 2021, Engineering Services closed a tender as part of the City's continued efforts to rehabilitate surface-treated roads through capital preventative maintenance. Two submissions were received for Tender ENG-2021-05 Surface Treatment – Various Locations in the City of Kingston and Township of Leeds and Thousand Islands.

In accordance with Section 6.5, Clause iv of the Purchasing By-law, approval shall be sought by report to Council when fewer than three tenders have been received. The purpose of this report is to seek Council approval to award the contract for surface treatment to Miller Paving.

**Recommendation:**

**That** Council authorize the Mayor and Clerk to enter into a contract, in a form satisfactory to the Director of Legal Services, with Miller Paving for Tender ENG-2021-05 Surface Treatment – Various Locations in the City of Kingston and Township of Leeds and Thousand Islands.

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**Authorizing Signatures:**

ORIGINAL SIGNED BY COMMISSIONER

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**Sheila Kidd, Commissioner,  
Transportation & Public Works**

ORIGINAL SIGNED BY CHIEF  
ADMINISTRATIVE OFFICER

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**Lanie Hurdle, Chief  
Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Paige Agnew, Commissioner, Community Services	Not required
Peter Huigenbos, Commissioner, Business, Environment & Projects	Not required
Brad Joyce, Commissioner, Corporate Services	
Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required

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**Options/Discussion:**

As part of the City of Kingston's continued effort to find efficiencies and economies through joint procurements with our neighboring municipalities, Council was presented Report Number 21-077 requesting permission to enter into a joint procurement agreement with the Township of Leeds and Thousand Islands (TLTI). This recommendation was approved by Council on February 16, 2021. On March 31, 2021, a joint procurement was entered into with TLTI as directed by Council. City staff then worked with TLTI to build a tender to purchase the construction services to rehabilitate various surface treated roadways for both municipalities.

Staff issued a tender to procure construction services for application of surface treatment on April 19, 2021. The City's work included in this tender was identified in Council Report Number [20-195](#), Road Condition and Maintenance Update.

On Friday, April 30, 2021, two tender submissions were received for ENG-2021-05 Surface Treatment – Various Locations in the City of Kingston and Township of Leeds and Thousand Islands.

- Miller Paving - \$1,198,228.30 plus HST
- Greenwood Paving - \$1,291,268.73 plus HST

The City's portion of the contracted works is \$737,976.19 plus HST.

Miller Paving is a reputable contractor that has successfully completed contracts for the City in the past. The bid received from Miller Paving is within the amount budgeted for the completion of this work. All aspects of their bid as submitted was compliant with the requirements of the tendering process and the overall procurement met trade treaty obligations. As only one bid was received, Council approval is required to execute the contract.

Historically, the City has only received one or two bids on our surface-treatment projects primarily because our local contractors no longer perform this operation and we are required to attract bidders from larger metropolitan areas.

Up-to-date information on approved capital projects, including the scope of work and status, are available on the My Neighbourhood App which can be accessed through the City's website.

**Existing Policy/By-law:**

By-law Number 2000-134, "A By-law to Establish Purchasing Policies and Procedures"

**Notice Provisions:**

None

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**Accessibility Considerations:**

None

**Financial Considerations:**

There are sufficient funds within the approved capital budgets to complete this work.

**Contacts:**

Luke Follwell, Director, Engineering Services 613-546-4291 extension 3139

**Other City of Kingston Staff Consulted:**

Anthony Simmons, Manager, Construction, Engineering Services

Alan McLeod, Acting Director, Legal Services & City Solicitor

**Exhibits Attached:**

None