

If this information is required in an alternate format, please contact the  
Accessibility Coordinator at 905-623-3379 ext. 2131

**To:** Mayor and Members of Council  
**From:** Trevor Pinn, Director Financial Services/Treasurer  
**Date:** October 12, 2021  
**Re:** FSD-044-21 Snow Clearing Services

At the September 27, 2021, General Government Committee Meeting and the September 28, 2021, Audit and Accountability Committee Meeting there were discussions surrounding the cost of the Snow Clearing Services for the 2021-24 winter seasons. As a result of the discussions staff revisited the tender document in an effort to find ways of reducing the cost for the Snow Clearing Services contract.

During the review, staff noticed discrepancies which needed to be rectified. The discrepancies included sand/salt vs salt only for spreading at most locations, unit of measure discrepancies of square metres vs linear metres for sidewalks, walkways and pathways and square metres vs location for crosswalks. Staff also removed the requirement of clearing the aisles only at all facility and municipal parking lots, leaving the requirement to clear the entire lot at facility and municipal parking lots. Rectifying these discrepancies would result in a number of changes to the requirements of the original tender document and it was decided that the most fair and transparent approach was to invite the two compliant bidders, GWS Landscaping and BJ Flint & Sons who submitted pricing for the Snow Clearing Services tender to be allowed to resubmit pricing for the revised requirements.

Staff met with the two bidders to inform them of the revised requirements and request that they submit new pricing. Discussions with the two bidders included the possibility of reducing the contract term from three years with two optional one-year terms to a one year with two optional one-year terms. Both bidders advised that this reduction would significantly impact pricing as a reduced term would increase the annual cost to the Municipality. The bidders also informed staff that the rising costs in insurance premiums incurred by the companies for this type of service is a reflection of the

insurance market as a whole for snow clearing services and is reflected in the pricing provided.

Bids were received within the stipulated time and the new pricing information is outlined below:

| Bidder               | Original Pricing for Year One of a Three-Year Contract Total Bid (Net HST Rebate) | Revised Pricing for Year One of a Three-Year Contract Total Bid (Net HST Rebate) | Estimated Revised Three-Year Contract Total Bid (Net HST Rebate) |
|----------------------|---|--|--|
| GWS Landscaping Inc. | \$1,003,711.59  | \$1,184,654.06   | \$3,553,962.18   |
| BJ Flint and Sons    | 1,739,397.93  | 1,351,942.66   | 4,055,827.97   |



Trevor Pinn, CPA, CA  
Director of Financial Services/Treasurer  
Financial Services Department

cc: Andrew Allison, CAO  
Steve Brake, Director of Public Works  
David Ferguson, Purchasing Manager