



## Report Procurement Division

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**Report To:** PS Reports - CAO Approve Only

**Report Number:** Procurement Division-005-25

**Report Date:** February 26, 2025

**Submitted By:** Mandy Chong, Manager, Procurement

**Approved By:** Mary-Anne Dempster, CAO

**File Number:** CL2025-6

**Report Subject:** Rout and Crack Seal Treatment Services

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### Recommendations:

It is respectfully recommended to the Chief Administrative Officer the following:

1. That Right Seal Inc. with a bid amount of \$185,400 (Net HST Rebate) for the initial one-year term and an estimated five-year contract value of \$927,000 (Net HST Rebate) being the lowest compliant bidder meeting all terms, conditions and specifications of CL2025-6 be awarded the contract for Rout and Crack Seal Treatment Services;
2. That the funds required for this service be funded from the respective approved operating budget;
3. That pending satisfactory performance and pricing, the Manager, Procurement, in consultation with the Director of Public Works, be given the authority to extend the contract for this service for up to four additional one-year terms; and
4. That the funds required for the second, third, fourth and fifth-year terms be included in future budget accounts.

## **1. Background**

- 1.1 Tender specifications for rout and crack seal treatment services were prepared by the Public Works Division and provided to the Procurement Services Division.
- 1.2 CL2025-6 was issued by the Procurement Services Division and advertised on the Municipality's website. The tender closed on February 12, 2025.

## **2. Analysis**

- 2.1 Ten plan takers downloaded the tender document. Five bids were received in response to the call. The bids were reviewed and tabulated by the Procurement Services Division (see Attachment 1) and deemed compliant. The results were forwarded to the Public Works Division for their review and consideration.
- 2.2 Right Seal Inc. has not worked for the Municipality in the past; however, references were checked and came back satisfactory.
- 2.3 After review and analysis by the Public Works Division and the Procurement Services Division, it was mutually agreed that the low compliant bidder, Right Seal Inc. be recommended for the award of tender CL2025-6.

## **3. Financial Considerations**

- 3.1 The annual funding required for the first-year term in the estimated amount of \$185,400 (Net HST Rebate) will be funded by the Municipality as provided. Future budget accounts include the funds required for the second, third, fourth, and fifth-year term terms.

Description	Account Number	Amount
PAVEMENT RESURF - CONTRACT	100-36-381-10250-7163	\$185,400

- 3.2 Pricing for the tender is firm for the first contract year. For future contract years, the unit prices would be adjusted on the anniversary date of the contract award by the annual percentage change in the most recent issuance of the Consumer Price Index (CPI), All Items, Ontario, as published by Statistics Canada and the pricing will remain firm for the contract year.
- 3.3 The total estimated contract is for one year plus four optional additional years is approximately \$927,000 (Net HST Rebate).

**Municipality of Clarington**  
**Report Procurement Division-005-25**

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**Page 3**

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Attachments:

Attachment 1 – Bid Summary

# Municipality of Clarington

## Summary of Bid Results

### Tender CL2025-6

### Rout and Crack Seal Treatment Services

Bidder	One-Year Total Bid (Net HST Rebate)	Potential Five-Year Total Bid (Net HST Rebate)
Right Seal Inc	\$114,378.24	\$571,891.20
Fine Line Markings inc.	141,405.70	707,028.48
Cornell Construction Limited	210,032.64	1,050,163.20
Multiseal Inc.	281,671.68	1,408,358.40
Upper Canada Road Services Inc.	336,622.08	1,683,110.40

Note: The tender provided conservatively estimated project quantities and therefore, Right Seal Inc.'s bid is below the approved operating budget. The allocated 2025 budget for rout and crack seal treatment services is \$185,400. The department will manage the contract quantities to maximize the amount of work that can be completed within the limit of the operating budget.