

Grand River Conservation Authority

Report number: GM-12-21-101

Date: December 17, 2021

To: Members of the Grand River Conservation Authority

Subject: Guelph Lake City Link Trail Improvements

Recommendation:

THAT the Grand River Conservation Authority award the tender for the City Link Trail in Guelph to Roubos Farm Service Ltd. of Moorefield, Ontario for the amount of \$206,498.63 excluding HST;

AND THAT a total budget of \$230,000.00 excluding HST be approved.

Summary:

Not applicable.

Report:

The Grand River Conservation Authority (GRCA) owns and maintains a passive recreational trail adjacent to the speed river between the Guelph Lake Dam and Victoria Road North. This trail is a typical footpath on uneven soil with rocks and tree roots. In March 2018, the GRCA entered into a Memorandum of Understanding with the Grand River Conservation Foundation (GRCF), the Rotary Club of Guelph and the Rotary Club of Guelph Charitable Foundation as funding sponsors to improve the trail. As part of this agreement, The Rotary Club of Guelph committed to fully funding costs associated with trail improvements and contributed \$100,000 and the City of Guelph contributed \$158,000.

Since then, the GRCA selected a preferred route taking into consideration feedback from all applicable GRCA departments, GORBA, City of Guelph staff, and the Rotary Club of Guelph. GRCA staff will apply for a Site Alteration Permit from the Guelph Eramosa Township if a portion of the trail improvements crosses into their boundary. The GRCA has also coordinated preliminary tree maintenance, a topographic survey, obtained a GRCA permit, and retained WalterFedy for consulting services.

In general, the work consists of improving accessibility by providing a 1.8m wide stone dust trail following existing grades to preserve existing natural habitats, however, where appropriate existing grades will be altered to reduce steep slopes.

The tender for the Guelph Lake City Link Trail improvements was publicly advertised on the Biddingo electronic procurement website on November 18, 2021 and closed on December 2, 2021. Four tender submissions were received by the closing date.

The tender submissions were opened with an opening committee consisting of Sonja Radoja, Manager of Corporate services, Brandon Heyer, Manager of Central Services, Alan McKee, Supervisor of Projects and Paul Lucier, Supervisor of Maintenance and Operations. The tender submissions were opened in the presence of the opening committee while sharing the screen through Microsoft Teams. The results of the tender process are shown below in Table 1.

Table 1: Tender Results

Rank	Company	Tender Amount (excluding HST)
1	Roubos Farm Service Ltd.	\$352,755.00
2	Ritchfield Inc.	\$490,676.19
3	Moser Landscape Group Inc.	\$506,190.00
4	Beton	\$599,187.50

The balance of available funding is \$230,000 and the scope of work included in the tender was to improve 1.4km of trail. After the tender was closed and the bids were reviewed a funding deficit was realized. The GRCA has since reduced the scope of work to align with available funds and negotiated a revised price with the low bidder for the reduced scope of work. Reducing the scope of work did not change the tender results as Roubos Farm Service Ltd. was still the low bidder.

The revised price of \$206,498.63 includes trail improvements on a 800m section of trail starting from Victoria Road N. The balance of the trail improvements are deferred until additional funds are available. At that time, the GRCA will schedule and coordinate the work accordingly.

The tender did not include a contingency, therefore, it is proposed that a budget be approved with an internal contingency added. The total proposed budget is shown in Table 2.

Table 2: Budget

Revised Tender Amount	\$206,498.63
Contingency	\$23,501.37
Total budget excluding HST	\$230,000.00

Financial Implications:

Construction costs associated with the Guelph Lake City Link Trail Improvements will be fully funded by the trail sponsors.

Other Department Considerations:

Not applicable.

Prepared by:

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Project Supervisor

Approved by:

Karen Armstrong
Deputy CAO, Secretary-Treasurer