



## Staff Report

**Report Title: 2022 Lucknow Winter Maintenance RFQ**

**Prepared By: John Yungblut, Director of Public Works**

**Department: Public Works**

**Date: Sep. 7, 2022**

**Report Number: PW-2022-09-61**

**File Number: T06 WIN 22**

**Attachments: Municipal Parking Lot Map**

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### **Recommendation:**

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number PW-2022-09-61, prepared by John Yungblut, Director of Public Works AND accepts the quotation from DRR Excavating for snow removal at the Township owned gravel parking lot south of Campbell St. in Lucknow at the rate of \$120.00 plus HST per hour for the 2022-2023 winter season.

### **Background:**

In 2020, the Township entered into three contracts for snow removal services in Lucknow, which both expired in April 2022:

1. Loading snow that is temporarily stockpiled in various locations along Campbell St. and transporting it to our snow storage area at the Lucknow Soccer Fields
2. The removal of snow in the parking lanes along Campbell St. that is left behind when the County of Bruce clears the travelled portion of the roadway.
3. The removal of snow in the small Township owned gravel parking lot south of Campbell St. (see attached map).

Rather than entering into three contracts for snow removal in Lucknow, Township staff decided to issue RFQ PW2022-08-02 that consolidated the three tasks into one contract, although bidders were not required to bid on all three parts.

**Discussion:**

No bids were received for this RFQ at the time of closing, so Township staff discussed the parking lot snow clearing with the contractor that was hired to clear the parking lot last winter and they agreed to submit a quote for that portion only.

Township staff discussed the possibility of issuing two separate tenders for the other two tasks, but we decided that we will complete these tasks in-house primarily and engage the services of a contractor on an as needed basis, which will likely correspond with significant snow events. Township staff have been in contact with contractors and we are confident this plan will work, however, this decision will be re-evaluated to determine if we need to seek other contractors that are willing to enter into a contract for next winter.

**Financial Impacts:**

Winter maintenance services are funded through the Operating Budget. We expect that there will be some cost savings if the parking lane snow clearing, and snow stockpile removal work is completed primarily with Township forces.

**Strategic Alignment / Link:**

We are an accessible community by being open and transparent.

**Respectfully Submitted By:**

John Yungblut, Director of Public Works, C.E.T.

**Approved By:**

Mary Rose Walden, Chief Administrative Officer