

REPORT TO: Mayor and Members of Council

PREPARED BY: Sam Shannon, Director of Infrastructure and Operations

DEPARTMENT: Infrastructure & Operations

DIVISION: Public Works

MEETING DATE: July 16, 2025

SUBJECT: Report DIO-45-2025 – Cassidy Road Culvert Replacement/Repair Contract Award

PROPOSED MOTION

THAT Council receives Report DIO-45-2025 regarding the “Cassidy Road Culvert Replacement/Repair – Contract Award” for information;

AND THAT Council directs Staff to award the Tender Contract IO-03-2025 for the Cassidy Road Culvert Replacement/Repair to Robinson Farm Drainage Limited, in the amount of \$153,454.00 (including HST);

AND THAT the Mayor and Clerk be authorized to sign all necessary documentation.

STAFF RECOMMENDATION.

THAT Council receives Report DIO-45-2025 regarding the “Cassidy Road Culvert Replacement/Repair – Contract Award” for information;

AND THAT Council directs Staff to award the Tender Contract IO-03-2025 for the Cassidy Road Culvert Replacement/Repair to Robinson Farm Drainage Limited, in the amount of \$153,454.00 (including HST);

AND THAT the Mayor and Clerk be authorized to sign all necessary documentation.

EXECUTIVE SUMMARY

This report recommends the award of Tender IO-03-2025 for the Cassidy Road Culvert Replacement/Repair Robinson Farm Drainage Limited , in the amount of \$153,454.00 including HST. The tender was issued to address the structural deterioration of the

Cassidy Road culvert. The Municipality engaged Spriet Associates London Limited to design and specify a comprehensive replacement project, which involves the complete replacement of the existing structure and the installation of a new 1800mm diameter corrugated steel pipe culvert. The tender closed on July 10, 2025, and after evaluation, Robinson Farm Drainage Limited was identified as the preferred proponent based on being the lowest provided price, accompanied by a compliant submission. The Municipality has positive experience working with Robinson Farm Drainage Limited and are confident they will be able to deliver the project both on-time and within budget. The project is scheduled for completion by November 1, 2025, and will be funded by approved capital budget.

LINK TO STRATEGIC PRIORITIES

Staff, Culture, Work Environment By providing high-quality public services

Fiscal Responsibility By seeking fiscal sustainability by balancing service needs, demands, and growth

BACKGROUND

The 2025 Capital Budget for the Infrastructure and Operations Department includes funding for the replacement of the damaged and deteriorated Cassidy Road culvert. Located approximately 1.5 kilometres south of New Ontario Road, the culvert has been identified for replacement due to significant structural deterioration. The existing structure has reached the end of its service life and now poses a risk to public safety and the integrity of the surrounding infrastructure.

In response, the Municipality engaged Spriet Associates London Limited to design and specify a comprehensive replacement project. The proposed work includes the replacement of the existing culvert and the installation of a new 1800mm diameter corrugated steel pipe culvert. This upgrade is essential to ensure the continued safe operation of Cassidy Road and to maintain proper drainage in the area.

The tender closed on July 10, 2025, at 10:00:00 a.m. local time.

DISCUSSION

The Municipality received multiple submissions for RFT IO-03-2025 by the deadline. Submissions were reviewed for compliance with submission requirements, completeness of documentation, conformance with specifications, and value for money within the available budget. Details of the compliant submissions are as follows:

Contractor	Price (Including HST)
Robinson Farm Drainage Limited	\$153,454.00
Cassidy Construction London Limited	\$164,169.79
All Season Excavating	\$183,173.00
TAS Excavating and Rentals	\$195,302.65
JLH Excavating Inc.	\$386,126.65

After thorough evaluation, Robinson Farm Drainage Limited has been identified as the preferred proponent. Their submission met all mandatory requirements and provided the lowest cost and overall best value to the Municipality. Their bid includes all required components such as:

- Supply and installation of new CSP culvert;
- Stream channelization and restoration;
- Removal of portions of the existing culvert structure;
- Traffic control and road closure signage;
- Excavation and backfill;
- Road base and surface restoration;
- Seeding and mulching;
- Pressure grouting of the existing culvert; and
- Utility coordination and protection.

The contract stipulates that all Work must begin within 10 days of receiving official notification and be completed within four (4) weeks from the start date. The final deadline for all project completion is November 1, 2025. Any road closures associated with the work must not exceed 15 days in total and must be approved and coordinated with the Municipality.

FINANCIAL

The approved 2025 Capital Budget amount for the (IO-03-2025) Cassidy Road Culvert Replacement/Repair is \$260,000.00. The quote received from Robinson Farm Drainage Limited including HST is \$153,454.00. Both the construction, in addition to the design and contract administration/construction observation services will be paid for by the Municipality and fall well within the available budget.

ATTACHMENT

- Tender Document: IO-03-2025.
- Robinson Farm Drainage Limited Submission.

Prepared By: **Sam Shannon, Director of Infrastructure and Operations**

Reviewed By: **Ralph D'Alessandro, Director of Finance/Treasurer**

Approved By: Carolyn Tripp, Chief Administrative Officer