



INFRASTRUCTURE SERVICES *Staff Report*

REPORT NO: IS-2025-13

TO: Council

SUBMITTED BY: Jeff Molenhuis, P. Eng., Director of Infrastructure Services

PREPARED BY: Joey Shearer, C. Tech., Engineering Technologist

REVIEWED BY: Greg Clark, Acting Chief Administrative Officer

DATE: 2025-05-05

SUBJECT: **Annual Non-OSIM Culvert Replacements – Award of Contract**

RECOMMENDATION:

THAT Report IS-2025-13, Award of Tender - Annual Non-OSIM Culvert Replacements be received for information; and,

THAT Council convenes a Special Council Meeting immediately at the conclusion of this meeting to:

- 1) Award RFT 2025-08 to Steed and Evans Limited of St. Jacobs, Ontario for the Annual Non-OSIM Culvert Replacements, as per their bid submission dated Monday April 14, 2025 in the amount of \$176,473.83 plus HST;
- 2) Approve an increased upset limit for the Annual non-OSIM Culvert Replacements to include an emergency repair of Brewery Street Culvert estimated at \$120,000 for a total project estimated amount of \$296,473.83; and,
- 3) Consider By-law 2025-27, being a by-law authorizing the Mayor and the Clerk to enter into an agreement with Steed and Evans Limited for the annual non-OSIM culvert replacement program within the total budget of \$300,000.00.
- 4) Approve a budget increase of \$50,000 for capital account 02-3010-0414, to be funded from the Infrastructure Renewal Reserve Fund (#6125).

SUMMARY:

Following a 2023 field inspection of all non-OSIM culverts within the Township, and in collaboration with the Public Works Department, five (5) culverts were chosen from a list of seventeen (17) that were identified as being in poor to very poor condition and requiring immediate attention. The existing culverts are made of Corrugated Steel Pipe (CSP) and range in size with one (1) being 400mm diameter, two (2) 450mm diameter and two (2) 600mm diameter.

During the tender process, a sinkhole was reported on Brewery Street. Infrastructure Services Staff investigated and completed a field review. Following the field review, it was determined that over half the length of the 1050mm Corrugated Steel Pipe (CSP) on Brewery has deteriorated and is causing subsurface material to continually wash away, undermining the culvert and causing a sink hole. Public Works Department has temporarily repaired the sink hole; however, the culvert is in very poor condition and is in need of emergency replacement in order to avoid an entire culvert failure. This structure was identified as being in good condition following the inspection carried out in 2023. However, with failures of this type in flow conditioned waterways, rusted out CSP can be harder to identify and evaluate due to the visibility restrictions. As such, the surface (road, boulevard) may appear in good condition, but the unseen underground elements may be in a different state. This structure is under the Ontario Structure Manual (OSIM) size requirements for review, and as such was evaluated for the first time in 2023. With that, there is no track record of previous conditions at the surface level to determine or identify any sagging or failing trends.

BACKGROUND:

The Brewery Street culvert is a 1050mm diameter CSP located between Louisa Street and Village Green Way. The other five (5) culverts vary in size from 400mm to 600mm in diameter and are located throughout the Township. These five (5) culverts were included within the council approved 2025 Capital Program. Subsequent to the budget and tender posting, the larger 1050mm diameter Brewery Street Culvert was found to be failing, and as such the emergency replacement is required in 2025 to this structure. With road culverts like these, repairs or replacement work can range from \$15,000 to \$200,000 depending on size, depth, road, location and other factors. Staff estimate the replacement of the Brewery Street culvert is approximately \$120,000.00 and expect to utilize cost savings derived from the current contract to cover the majority of the costs of the emergency replacement.

Infrastructure Services Staff are working to implement an internal annual inspection program to address the non-OSIM sized culvert priorities.

REPORT:

On March 28, 2025, RFT2025-08 was made available online through the Township's e-bidding site. There was total of twenty-two (22) plan takers, with a total of six (6) bids received at the time of closing on April 14, 2025.

The lowest bid received was from Steed and Evans Limited of St. Jacobs, Ontario at a cost of \$176,473.83, plus HST. The low bidder has completed many projects within the Township in the past with successful results. Results of the bids received are summarized below:

Bidder	Location	Bid Amount
Steed and Evans Limited	St. Jacobs, ON	\$ 176,473.83
GIP Paving Inc.	Petersburg, ON	\$ 190,330.00
Robert M Simon Construction Ltd	Waterford, ON	\$ 199,999.83
Vista Contracting Ltd.	Cambridge, ON	\$ 265,337.00
Dufferin Construction Company	London, ON	\$ 299,964.60
Cox Construction Limited	Guelph, ON	\$ 368,333.88
AVERAGE BID		\$ 226,421.05

The above figures do not include HST. The bids include a \$40,000 contingency allowance for any unforeseen expenses encountered during construction.

Geotechnical services and materials testing will be carried out by MTE Consultants Inc. Any costs associated with geotechnical services and testing are not included in the above figures.

The construction schedule for this work is anticipated to be completed between July and October 2025 and is subject to the contractor's schedule.

Staff have reviewed the proposals and find that the bids received are reasonable and recommend this project be awarded to the low bidder from Steed and Evans Limited of St. Jacobs Ontario.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

Financial Stability

FINANCIAL CONSIDERATIONS:

The combined 2025 budget for this project is \$250,000 which consists of \$125,000 from the 2025 budget as well as \$125,000 Capital Carry Forward from the 2024 Capital Program.

Funding Source	Amount
2024 General Asset Management	\$ 125,000
2025 General Asset Management	\$ 125,000
Total Budget	\$ 250,000

The current tender amount of \$176,473.83 is within the budget for this program.

The unbudgeted, emergency replacement of the 1050mm diameter Brewery Street culvert is recommended to be funded with the remaining \$73,526.17 of the capital budget. Additionally,

there are provisional items within the contract that amount to \$19,446.00 and \$40,000 contingency allowance that may be used towards the costs of the emergency replacement. However, a final cost has not been received from the contractor and a 20% or \$50,000.00 increase to the budget is requested to ensure that adequate budget is received to complete the emergency replacement. This additional budget will be funded from the Infrastructure Renewal Reserve Fund (#6125).

ATTACHMENTS:

Figure 1 – Project Locations