



**PUBLIC WORKS AND  
ENGINEERING**  
*Staff Report*

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REPORT NO: PWE 2022-14  
TO: Council  
SUBMITTED BY: Jeff Molenhuis, P. Eng., Director of Public Works and Engineering  
PREPARED BY: Mark Jeffery, CET, Senior Engineering Technologist  
REVIEWED BY: Sharon Chambers, CAO  
DATE: April 25, 2022  
SUBJECT: Co-operative Contract – Pavement Markings

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**RECOMMENDATION:**

THAT Report PWE 2022-14 Co-operative Contract – Pavement Markings be received for information purposes; and further,

THAT Council approve participation in the co-operative tender with the Grand River Co-operative Purchasing Group (GRCPG) for supply and placement of Pavement Markings by Guild Electric Limited at a cost of \$85,665.28 plus HST, for a term of one (1) year, with the option of two (2) additional, one (1) year terms.

**SUMMARY:**

This report outlines the procurement processes and recommends award of a term contract to Guild Electric Limited of Toronto for the supply and placement of centerline pavement markings for the Township's Annual Pavement Marking Program.

## BACKGROUND:

The Township is a participating member of the Grand River Co-operative Purchasing Group, represented by the Supervisor of Procurement. Participation on this co-operative buying group has permitted the Township access to significant savings on the procurement of various municipal supplies and services.

As per the Procurement By-Law 2021-43, purchasing through co-operatives and/or joint contracts is encouraged when such purchases are in the best interests of the Township. Council approval is required if the Corporation's portion exceeds \$100,000 in value. These conditions include term contracts that have a cumulative value over the threshold identified.

The Township is responsible for the operation and maintenance of approximately 270 centerline kilometers of roadway. As part of the annual operation and maintenance program an effective pavement marking program is undertaken to provide the community with well delineated roadways that meet the needs of motoring public and to also adhere to provincial safety requirements.

Properly marked roadways help to provide guidance for motorists by identifying when it is safe to pass, distinguish between lanes and improves overall visibility during difficult driving conditions in inclement weather such as fog, heavy rain and blowing snow.

## REPORT:

The City of Cambridge, on behalf of the GRCPG, has received price quotes from qualified contractors for Quotation 2022-14, Pavement Marking, and has since executed a contract with Guild Electric Limited to supply and place pavement markings on behalf of the GRCPG for a period of one (1) year with the option to extend the contract for two (2) additional, one (1) year terms.

The GRCPG contract inclusion clause as identified in quotation documents allows participating members of the purchasing co-operative to join under the same terms and conditions outlined in the lead member contract at any time through the duration of the contract term.

This contract will address rural and urban centre line marking in 2022. The Township intends to complete various line markings throughout the Township based on the cyclical pavement marking program utilized in previous years to meet the budget allocation.

Based on the tender rates and anticipated work in 2022, the estimated cost for supply and placement of centerline pavement markings in the Township is \$ 87,172.99 net of HST rebate.

Following the 2022 operating program, the co-op program will be considered for the optional two (2) additional terms based on the performance and evaluation of the contractor's activities for the previous year.

**ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:**

This initiative supports the goals and strategies of enhancing:

- Quality of Life through Active Transportation and Transit investments; and
- Responsible Governance through Active Communications, Fiscal Responsibility and Infrastructure Investments.

**ACTIONS TOWARDS UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS:**

Goal 9: Industry, Innovation, and Infrastructure  
Goal 11: Sustainable Cities and Communities

**FINANCIAL CONSIDERATIONS:**

The operating budget for this project is outlined below:

<b>Funding Source</b>	<b>Amount</b>
General Levy – Roads Maintenance	\$ 100,000
<b>Total Budget</b>	<b>\$ 100,000</b>

Given the tender amount of \$ 87,172.99 net of HST rebate, the provision within the 2022 Roads Maintenance operating budget for the Line Pavement Marking Program is anticipated to remain within the budget allocation for the year. The remaining funds will be utilized to support the in-house painting program for stop bars and other minor line works, and a portion will be considered for additional line marking needs.

**ATTACHMENTS:**

None