

REPORT TO COUNTY COUNCIL

Contract Award – County-Wide Culvert Replacements on Parts of Oxford Road 8, 18, 19 and 37

To: Warden and Members of County Council

From: Director of Public Works

RECOMMENDATIONS

1. That Oxford County Council award a contract to the low bidder, Cassidy Construction London Ltd., in the amount of \$1,249,168 (excluding HST), for the 2024 County-Wide Culvert Replacements on Parts of Oxford Road 8, 18, 19 and 37;
2. And further, that Oxford County Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related thereto.

REPORT HIGHLIGHTS

- The purpose of this report is to obtain County Council approval to award the above-noted project to Cassidy Construction London Ltd., in accordance with the County's Purchasing Policy.
- The culvert replacements and rural storm improvements included in this project are required to maintain proper functioning roadway drainage and safety within the road network, as well as to prevent future unanticipated culvert failures. Culvert replacements proposed as part of this project are being completed in advance of upcoming future years' annual road resurfacing programs and plans that will aim to recycle existing road asphalts and provide new asphalt wearing surfaces.
- The proposed work will ensure that County-owned storm assets are kept in a good state of repair in alignment with the County's *Asset Management Plan*, as well as improve the overall storm infrastructure condition and efficiency.
- This project is anticipated to begin in May 2024 and is targeted for completion in October 2024.

IMPLEMENTATION POINTS

Upon County Council approval and prior to proceeding with the work, a contract will be executed with the low bidder, Cassidy Construction London Ltd. Oxford Road 8, 18, 19 and 37 road culverts have been broken down into two stages for each road section. This is to help limit the duration of disruption throughout the whole length of road section and break the work scope into more manageable parts and closures. The road sections, stages and culverts proposed for replacement in this project are shown in Attachment 1.

Culvert replacements on Oxford Road 8 – Stage 2 (Oxford Road 60 to Oxford Road 22), Oxford Road 18 – Stage 1 and 2 (East limit of Norwich to County boundary) and Oxford Road 19 (West limit of Springford) will utilize road closures and detours, including localized lane restrictions throughout the work. Planned detour routes have been established and will be implemented during the road closures as shown in Attachment 2. Access for local residents, businesses and emergency services will be accommodated as required, with some restrictions taking place during the work. Waste collection services will be interrupted due to the planned road closures, so the contractor will manage and transfer any curbside garbage and recycling on any regular scheduled collection day to a designated temporary collection depot area where the County's waste management contractor can then collect.

Lastly, culvert replacements will also be completed along Oxford Road 8 – Stage 1 (13th Line to Oxford Road 60) and Oxford Road 37 – Stage 1 and 2 (Westtown Line to Oxford Road 13 and Oxford Road 13 to Oxford Road 59). It is anticipated that these culvert replacements will be completed under lane restriction conditions, reducing traffic flow down to a single lane while work is underway and completing the culverts in a half-and-half staged installation method, allowing access for local residents, businesses, waste collection services, emergency services and other motorists while the work is underway.

Regulatory authorities, bus services, waste collection services and emergency services will receive advanced notice of the lane restrictions, road closures and detour routes from Oxford County staff through *Municipal 511* notifications. Construction notices to local residence and property owners will be distributed ahead of construction beginning on each section and stage.

Financial Impact

The approved 2024 budget to complete this project is \$1,720,000 (including non-refundable HST). The construction costs and other associated cost related to the project and Capital funding accounts for this project are summarized in Table 1 below.

Table 1: Funding Summary for 2024 County Wide Culvert Replacements

2024 Capital Budget Summary Account/Description	Available 2024 Budget	Bid Amount (excluding HST)
930199 – Rural Storm (Total approved budget: \$3,350,000) (Less other projects and lines: \$1,630,000)	\$1,720,000	\$1,249,168
Sub-Total	\$1,720,000	\$1,249,168
Contract Admin; Inspection and Materials Testing; Project Signage		71,150
Non-Refundable HST (1.76%)		23,238
Total Estimated Construction Expenditures		\$1,343,556

Based on the information provided in Table 1, there is available funding in the approved 2024 Business Plan and Budget to award this contract.

Communications

The communication strategy for this project will be similar to other County construction projects. The Contractor’s project manager and the County’s project manager will form an open channel of communication and include other members of the project team as needed. Communications will commence upon approval of this report and will continue for the duration of the project.

Communication with the public (affected property owners and business owners) will begin when the project approaches the initiation stages in the form of typical construction notices in the newspaper and resident updates delivered by mail and or hand delivery. Advanced notice of construction and road closure signage will be installed at the construction limits in advance to alert the general public of upcoming road closures.

In addition, road closures and lane restrictions will be available on the Oxford County website, posted to social media, and posted on *Municipal 511* in advance of each project location start date. Communication will continue throughout the duration of the project as required to keep the affected parties informed and updated on project progress.

Communication and engagement with various affected municipalities (Townships of Norwich and South-West Oxford, Counties of Norfolk and Brant) took place during the planning stages of this project in which various aspects of this project were discussed, such as proposed detour routes for road closures, upcoming work plans and proposed schedules. Ongoing communication is planned with these same municipalities throughout the project.




Staff will continue to work with key internal stakeholders (County Management staff, Transportation staff and Waste Management staff), as well as external stakeholders during the execution of this project as required to ensure the appropriate level of communication and outreach is maintained, further ensuring all parties involved are updated on project status and outcomes.

As this project is eligible for a portion of the funding available through the *Ontario Community Infrastructure Fund (OCIF)*, there are requirements for communication and promotion of the funding being applied to this project in order to help the public recognize the importance of infrastructure funding and its impact to their community; this includes the installation of project-appropriate information signs within each project’s site limits, as well as additional posts on the County website and social media, as needed.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the **2023-2026 Strategic Plan** on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council’s vision of “Working together for a healthy, vibrant, and sustainable future.” These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report supports the following Strategic Plan pillars and goals:

		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
<p>Goal 1.2 – Sustainable infrastructure and development Goal 1.4 – Connected people and places</p>		<p>Goal 3.1 – Continuous improvement and results-driven solutions Goal 3.2 – Collaborate with our partners and communities Goal 3.4 – Financial sustainability</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

A combined total of 39 culvert replacements are being included in this project along parts of Oxford Road 8, 18, 19 and 37. This also includes associated works at each location, which includes catch basin structure replacements; culvert removals and installations; ditching and drainage improvements; final restoration works like granular road rebuilding, road asphalt placement; and lastly, topsoil and seed restoration at each location.

Culverts slated for replacement were identified by completing an in-field inspection and condition assessment of the existing infrastructure along with input and recommendations from Transportation staff. Culverts identified along the selected road segments that were in a poor state of condition or determined to be beyond their useful service life were included for replacement in this project.

Oxford Road 8 has a total of 19 proposed culvert replacements to be completed, Oxford Road 18 has a total of seven proposed culvert replacements, Oxford Road 19 has a total of one proposed culvert installation and Oxford Road 37 has a total of 12 proposed culvert replacements for a combined total of 39 culverts.

As mentioned previously, culvert replacements were identified and selected after evaluation of the current culvert conditions were considered. Replacement of these culverts and associated work is crucial in keeping County infrastructure in a good state of repair, while maintaining roadway and roadside drainage function and preventing unanticipated failure of County storm infrastructure.

Culvert replacements proposed as part of this project are being completed in advance of upcoming future road resurfacing programs, as replacement of underground infrastructure in the years leading up to and ahead of any planned road resurfacing programs is the preferred method for culvert replacements and has proven to be beneficial to overall project outcomes. This method ensures any possible settlement concerns at culvert road cut locations are addressed and corrected prior to road resurfacing work taking place. This process reduces the overall construction duration at each location and eases the impact to road users each year, as the length of disruption is shortened and spread out over multiple years of capital work.

A County map identifying the proposed culvert replacements on each road section has been included with this Council Report as shown in Attachment 1.

Comments

A prequalification process was undertaken and completed prior to the tendering stage of this project in December 2023. Staff reviewed the prequalification submissions and recommended that 18 Contractors be prequalified and invited to submit a bid for this project. The evaluation of submissions was based on a number of factors including Contractors' previous project experience with projects of similar scope, overall management team background as well as experience managing projects of this scale.

After the prequalification process was completed and eligible Contractors were invited to the tendering opportunity, the project was tendered through a competitive invite-only bidding process which opened on February 20, 2024. The tendering process closed on March 12, 2024 at 2 p.m. and seven bids were received in total, with bid amounts outlined in Table 2 below.

Table 2: Summary of Bid Submissions

General Contractor	Bid Amount (excluding HST)
1. Cassidy Construction London Ltd.	\$1,249,168
2. Viewcon Construction Ltd.	\$1,358,191
3. Navacon Construction Inc.	\$1,591,080
4. Oxford Civil Group Inc.	\$1,709,889
5. GIP Paving Inc.	\$1,712,720
6. Dufferin Construction Company	\$1,804,172
7. J-AAR Excavating Limited	\$1,977,125

Staff reviewed the bid submissions and have confirmed that the low bid received from Cassidy Construction London Ltd., in the amount of \$1,249,168 (excluding HST), represents good value for the work.

As this project has the possible risks that would be associated with any construction project of this scale and scope, the successful Contractor is also required to secure construction bonds and insurance to mitigate risks related to the exposure of financial loss.

CONCLUSIONS

Review of the competitive bid submissions confirm that it is appropriate to award the 2024 County-Wide Culvert Replacements project to the low bidder, Cassidy Construction London Ltd. of Dorchester, Ontario.

SIGNATURES

Report author:

Original signed by

Alex Brown, C. Tech
Supervisor of Construction

Departmental approval:

Original signed by

David Simpson, P.Eng., PMP
Director of Public Works

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENTS

Attachment 1 – 2024 County Wide Culvert Replacement Locations
Attachment 2 – Traffic Detours Map