

REPORT TO COUNTY COUNCIL

Contract Award – County-Wide Culvert Replacements on Parts of Oxford Road 6, 8, 25, 59 and 119

To: Warden and Members of County Council

From: Director of Public Works

RECOMMENDATION

1. That County Council award a contract to the low bidder, Cassidy Construction London Ltd., in the amount of \$2,320,473 (excluding HST), for the 2025 County-Wide Culvert Replacements on Parts of Oxford Road 6, 8, 25, 59 and 119 and 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 sewer 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 and storm sewer failures. Culvert and storm sewer replacements proposed as part of this project are being completed in advance of upcoming future 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 2025 and is targeted for completion in October 2025.

IMPLEMENTATION POINTS

Upon County Council approval and before proceeding with the work, a contract will be executed with the low bidder, Cassidy Construction London Ltd. The road sections and culverts proposed for replacement in this contract are shown in Attachment 1.

Culvert replacements along Oxford Road 8 (Hofstetter Road to Oxford Road 36), Oxford Road 25 (Cobbles Hills Road to Oxford Road 119), Oxford Road 59 (Oxford Road 8 to Oxford Road 33) and Oxford Road 119 (Oxford Road 16 to Thamesford) will be completed under road closure conditions with detours in place throughout the work, including localized lane restrictions at times. Oxford Road 8 culverts and storm sewer replacements have been broken down into stages to help limit the duration of disruption throughout the entire road section. 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 best as possible, with some minor restrictions and disruptions to accesses taking place during the work, as well as expected delays with traffic.

Culvert replacements along Oxford Road 6 (Oxford Road 2 to Road 66), including culvert replacement along Oxford Road 59 (Oxford Road 33 to Oxford Road 17) are anticipated to 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. However, minor disruptions for accesses throughout the work area will take place as well as overall delays expected with traffic flow.

Due to the planned road closures, waste collection services will be interrupted, the contractor will manage and transfer any curbside garbage and recycling on regular-scheduled collection days to a designated temporary collection depot area where the County's Waste Management contractor can collect.

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

Financial Impact

The approved 2025 budget to complete this project is \$2,995,000 (including non-refundable HST). The construction costs and other associated costs related to the project and capital funding accounts for this project are summarized in Table 1 below.

Table 1: Funding Summary for 2025 County Wide Culvert Replacements

2025 Capital Budget Summary Account/Description	2025 Budget	Bid Amount (excluding HST)
930199 – Rural Storm (Total approved budget: \$3,910,000) (Less other projects: \$1,265,000)	\$2,645,000	\$2,145,724
930099 – Rehab and Resurfacing (Total approved budget: \$7,025,000) (Less other projects: \$6,675,000)	350,000	174,749
Sub-Total	2,995,000	2,320,473
Contract Admin; Inspection and Materials Testing; Project Signage		100,000
Non-Refundable HST (1.76%)		40,841
Total Estimated Construction Expenditures		\$2,461,314

Oxford Road 6, 8, 25, 59 and 119 culvert and storm sewer replacement work has been included for a portion of the available Ontario Community Infrastructure Funding (OCIF).

Based on the information provided in Table 1, there is available funding in the approved 2025 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. Communication will be in the form of typical construction notices and resident updates delivered by mail or by hand, social media posts, and on the County's web page. 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 restriction information will be available on the Oxford County website, posted to social media, and posted on *Municipal 511* in advance of each project location's starting. 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 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 recommendation in this report supports the following Strategic Plan pillars and goals:

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

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

DISCUSSION

Background

A combined total of 53 culvert replacements are being included in this project along parts of Oxford Road 6, 8, 25, 59 and 119. In addition, storm sewers within Washington (Oxford Road 8 segment) are being replaced as part of this project, this includes new catch basins, storm leads and road resurfacing throughout all curbed areas in Washington. Total storm sewer main length being replaced including catch basin storm sewer leads is approximately 250 metres in total.

The work at all locations also includes other scope associated with the culvert replacements and upgrades at each location, which includes catch basin and ditch-inlet structure replacements; culvert removals and installations; ditching and minor drainage improvements; final restoration works like granular road rebuilding, road asphalt re-placement, topsoil and seed restoration; and lastly, rip-rap stone installation at culvert ends for erosion protection.

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 6 section has a total of two proposed culvert replacements, Oxford Road 8 has a total of 15 proposed culvert replacements, Oxford Road 25 has a total of nine proposed culvert replacements, Oxford Road 59 has a total of 13 proposed culvert replacements and Oxford Road 119 has a total of 14 proposed culvert replacements, for a combined total of 53 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.

Comments

A prequalification process was undertaken and completed prior to the tendering stage of this project in November 2024. 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, 2025. The tendering process closed on March 13, 2025 at 2 p.m. and five 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.	\$2,320,473
2. GIP Paving Inc.	\$2,530,000
3. Navacon Construction Inc.	\$2,542,762
4. J-AAR Civil Infrastructures Limited	\$2,955,620
5. Cox Construction Limited	\$4,228,112

Staff reviewed the bid submissions and have confirmed that the low bid received from Cassidy Construction London Ltd., in the amount of \$2,320,473 (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

A review of the competitive bid submissions confirms that it is appropriate to award the 2025 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

Melissa Abercrombie, P.Eng., PMP
Director of Public Works

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENTS

Attachment 1: 2025 County-Wide Culvert Replacements – Locations

Attachment 2: 2025 County-Wide Culvert Replacements – Road Closures and Detours