



The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, May 5, 2020 – 6:00 p.m.
Electronic Meeting

Agenda

1. **Call to Order**
2. **Roll Call**
3. **Review of Revisions or Deletions to Agenda**
4. **Approval of Agenda**

Draft Resolution

Moved by: Councillor Jelly
Seconded by: Councillor Whalen

Be it resolved that City Council approves the agenda as printed/amended.

5. **Disclosure of Pecuniary Interest and General Nature**
6. **Review and adoption of Council Minutes**

Draft Resolution

Moved by: Councillor McArthur
Seconded by: Councillor Foley

Be it resolved that City Council approves the following minutes as printed:

- a) Regular meeting of Council – April 21, 2020

7. **Public Meetings pursuant to the Planning Act, Municipal Act and other Statutes**

8. **Question and Answer Period**

9. **Presentations / Delegations**

10. **Communications**

a) Michel Emile Dupuis, former resident

Re: Request to rename Underpass “Fern Dupuis Underpass”

Reference: Referred to Senior staff

b) Ashley Sage, Clerk – Township of North Dumfries

Re: Support – Tourism Orientated Destination Signage Fee Increase

Reference: Received for Information

c) Melanie Haki, Administrative Clerk – Town of Gravenhurst

Re: Support – Community Gardens, Garden Centres and Nurseries as essential services

Reference: Received for Information

d) Louise Briere, Secretary - BIA

Re: Letter of Resignation - Sean Mackey

Reference: Received for Information

e) James Franks, Economic Development Officer – City of Temiskaming Shores

Re: COVID-19 Business Impact Survey Results

Reference: Received for Information

- f) Carman Kidd, Chair – Earlton-Timiskaming Regional Airport Authority

Re: ETRAA OMERS Request

Reference: Motion to be presented under New Business

Draft Resolution

Moved by: Councillor Laferriere

Seconded by: Councillor Hewitt

Be it resolved that City Council agrees to deal with Communication Items 10. a) to 10. f) according to the Agenda references.

11. Committees of Council – Community and Regional

Draft Resolution

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Be it resolved that the following minutes be accepted for information:

- a) Minutes of the District of Timiskaming Social Services Administration Board meeting held on December 18, 2019.

12. Committees of Council – Internal Departments

Draft Resolution

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that the following minutes be accepted for information:

- a) Minutes of the Corporate Services Committee meeting held on April 15, 2020;
and
b) Minutes of the Public Works Committee meeting held on April 16, 2020.

13. Reports by Members of Council

14. Notice of Motions

15. New Business

- a) **Memo No. 007-2020-CS – Appointment of Logan Belanger as Municipal Clerk**

Draft Resolution

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 007-2020-CS; and

That Council directs staff to prepare the necessary by-law for the appointment of Logan Belanger as Municipal Clerk for the City of Temiskaming Shores for consideration at the May 5, 2020 Regular Council meeting.

- b) **Administrative Report No. CS-018-2020 – Markey Service Contracts CIM 2021-23**

Draft Resolution

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-018-2020; and

That Council agrees to waive the Request for Proposal process and directs staff to prepare the necessary by-law to enter into an agreement with Markey Consulting for event coordination services for the Northern Ontario Mining Showcase events at the Canadian Institute of Mining, Metallurgy and Petroleum (CIM) Conventions in 2021, 2022 and 2023 conditional on the City attaining funding support from Fed Nor for consideration at the May 19, 2020 Regular Council meeting.

- c) **Memo No. 006-2020-PW – Radley Hill Road / ONR Crossing Updates**

Draft Resolution

Moved by: Councillor Hewitt

Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 006-2020-PW; and

That Council directs staff to proceed with further investigations related to engineering (design, run-off control, mitigation and advanced warning lights / controller) with an Administrative Report for consideration at a future Council meeting.

d) Memo No. 007-2020-PW – Farmers Market – 2020 Operations

Draft Resolution

Moved by: Councillor Jelly

Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 007-2020-PW; and

That Council authorizes the Farmer's Market to commence operations as per normal schedule in accordance with guidelines developed by Farmer's Market Ontario and approved by the Timiskaming Health Unit.

Or

That Council authorizes the Farmer's Market to commence operations as per normal schedule in accordance with guidelines developed by Farmer's Market Ontario and approved by the Timiskaming Health Unit, limiting operations to the exterior kiosks and outdoor space only - no access to the inside of Riverside Place.

Or

That Council hereby postpones use of Riverside Place for the operation of the Farmer's Market until further notice.

e) Memo No. 008-2020-PW – Municipal Boat Launches

Draft Resolution

Moved by: Councillor Foley

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 008-2020-PW; and

That Council directs staff to open all municipal boat launches once the water level has risen to an acceptable level for proper access between the boat launches and the lake.

Or

The Council directs staff to close all municipal boat launches until further notice.

f) Administrative Report No. PW-011-2020 – Bi-annual Bridge Inspections & Roof Inspections

Draft Resolution

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-011-2020; and

That Council, in accordance with By-law No. 2017-015, Purchasing Policies and Procedures, Section 3.5 Approval Authority directs staff to prepare the necessary by-law and agreement with D. M. Wills Associates Limited to conduct the bi-annual bridge inspection as well as selected roof inspections as detailed in Request for Proposal PW-RFP-002-2020 for a total upset limit of \$10,888.00 plus applicable taxes for consideration at the May 5, 2020 Regular Council meeting.

g) Administrative Report No. PW-012-2020 – Tender Award – Crushing & Stockpiling Granular M

Draft Resolution

Moved by: Councillor Laferriere

Seconded by: Councillor Whalen

That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-012-2020; and

That Council directs staff to prepare the necessary by-law and agreement with *Alvin Caldwell Sand & Gravel* Ltd. for the Crushing and Stockpiling of Granular “M” in the Contractors Pit location, at a unit price of \$6.35 per tonne (with a maximum of 15,000 tonnes) plus HST, for consideration at the May 5, 2020 Regular Council meeting.

h) Administrative Report No. PW-013-2020 – Tender Award – Concrete Sidewalk & Curb Repairs

Draft Resolution

Moved by: Councillor Jelly
Seconded by: Councillor Foley

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-013-2020; and

That Council directs staff to prepare the necessary by-law and agreement with *Pedersen Construction (2013) Inc.* for the 2020 Concrete Sidewalk and Curb Repair contract, at unit costs of \$169.00 per square metre of sidewalk and \$169.00 per linear metre of concrete curb and gutter plus applicable taxes, for consideration at the May 5, 2020 Regular Council Meeting.

i) Administrative Report No. PW-014-2020 – Tender Award – 2020 Asphalt Patching

Draft Resolution

Moved by: Councillor Hewitt
Seconded by: Councillor McArthur

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-014-2020; and

That Council directs staff to prepare the necessary by-law and agreement with Miller Paving Ltd. for the award of the 2020 Asphalt Patching contract at the unit price of \$51.30 per square metre for 50 mm thickness and \$92.30 per square metre for 90 mm thickness plus applicable taxes for consideration at the May 5, 2020 Regular Council Meeting.

j) Request – Earlton-Timiskaming Regional Airport Authority OMERS Request

Draft Resolution

Moved by: Councillor Lafreniere
Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of correspondence dated April 29, 2020, from the Earlton-Timiskaming Regional Airport Authority; and

That Council hereby authorizes staff to provide the requested Letter of Guarantee to OMERS.

16. By-laws

Draft Resolution

Moved by: Councillor Foley

Seconded by: Councillor Jelly

Be it resolved that:

By-law No. 2020-044 Being a by-law to appoint Logan Belanger as Municipal Clerk for the City of Temiskaming Shores

By-law No. 2020-045 Being a by-law to enter into an Agreement with D.M. Wills Associates Limited for the performance of Bi-annual Bridge Inspection Services and roof inspections at the New Liskeard Pool Fitness Centre as well as the Don Shepherdson Memorial and Haileybury Arenas

By-law No. 2020-046 Being a by-law to enter into an agreement with Alvin Caldwell Sand & Gravel Ltd. for the Crushing and Stockpiling of Granular “M”

By-law No. 2020-047 Being a by-law to enter into an agreement with Pedersen Construction (2013) Inc. for Concrete Sidewalk and Curb Repair Services

By-law No. 2020-048 Being a by-law to enter into an agreement with Miller Paving Limited for Asphalt Patching Services

By-law No. 2020-049 Being a by-law to enter into an agreement with Miller Paving Limited for the 2020 Roadway Surfacing Program

be hereby introduced and given first and second reading.

Draft Resolution

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that

By-law No. 2020-044;

By-law No. 2020-045;

By-law No. 2020-046;

By-law No. 2020-047;

By-law No. 2020-048; and

By-law No. 2020-049

be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

17. Schedule of Council Meetings

- a) Regular – Tuesday, May 19, 2020 at 6:00 p.m.
- b) Regular – Tuesday, June 2, 2020 at 6:00 p.m.

18. Question and Answer Period

19. Closed Session

Draft Resolution

Moved by: Councillor McArthur
Seconded by: Councillor Laferriere

Be it resolved that Council agrees to convene in Closed Session at _____ p.m. to discuss the following matters:

- a) **Adoption of the April 7, 2020 – Closed Session Minutes**

- b) **Under Section 239 (2) (c) of the Municipal Act, 2001 – proposed or pending acquisition or disposition of land by the municipality – Portion of Paget Street**

Draft Resolution

Moved by: Councillor Jelly
Seconded by: Councillor Hewitt

Be it resolved that Council agrees to rise with report from Closed Session at _____ p.m.

Matters from Closed Session:

- a) **Adoption of the April 7, 2020 Closed Session Minutes**

Draft Resolution

Moved by: Councillor Whalen
Seconded by: Councillor Foley

Be it resolved that Council approves the April 7, 2020 Closed Session Minutes as printed.

- b) **Under Section 239 (2) (c) of the Municipal Act, 2001 – proposed or pending acquisition or disposition of land by the municipality – Portion of Paget Street**

20. Confirming By-law

Draft Resolution

Moved by: Councillor McArthur

Seconded by: Councillor Hewitt

Be it resolved that By-law No. 2020-050 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on **May 5, 2020** be hereby introduced and given first and second reading.

Draft Resolution

Moved by: Councillor Foley

Seconded by: Councillor Whalen

Be it resolved that By-law No. 2020-050 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

21. Adjournment

Draft Resolution

Moved by: Councillor Jelly

Seconded by: Councillor Laferriere

Be it resolved that City Council adjourns at _____ p.m.

Mayor – Carman Kidd

Clerk – Logan Belanger



The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, April 21, 2020
6:00 P.M.
Electronic Meeting

Minutes

1. Call to Order

The meeting was called to order by Mayor Kidd at 6:00 p.m.

2. Roll Call

Council: Mayor Carman Kidd; Councillors Jesse Foley, Patricia Hewitt, Doug Jelly, Jeff Laferriere, Mike McArthur and Danny Whalen

Present: Christopher W. Oslund, City Manager
David B. Treen, Municipal Clerk
Shelly Zubyck, Director of Corporate Services
Doug Walsh, Director of Public Works
Mathew Bahm, Director of Recreation
Laura-Lee MacLeod, Treasurer
Brad Hearn, IT Administrator

Regrets:

3. Review of Revisions or Deletions to Agenda

4. Approval of Agenda

Resolution No. 2020-239

Moved by: Councillor Jelly

Seconded by: Councillor Whalen

Be it resolved that City Council approves the agenda as printed.

Carried

5. Disclosure of Pecuniary Interest and General Nature

None.

6. Review and adoption of Council Minutes

Resolution No. 2020-240

Moved by: Councillor McArthur

Seconded by: Councillor Laferriere

Be it resolved that City Council approves the following minutes as printed:

- a) Regular meeting of Council – April 7, 2020.

Carried

7. Public Meetings pursuant to the Planning Act, Municipal Act and other Statutes

7.1. Potential Disposition of Land

Applicant: First Cobalt

Property: Portion of Lorrain Avenue

Purpose: The applicant owns on either side of the Road Allowance and requires contiguous ownership.

Mayor Kidd outlined that the purpose of this public meeting is to present to Council and the public details related to proposed disposition of land, being a portion of Lorrain Avenue. The meeting also allows the public to provide comments on the proposed disposition prior to Council making a decision.

Mayor Kidd declared this to be an open public meeting and request the Clerk, Dave Treen to outline the details of the proposed disposition.

Municipal Clerk Dave Treen, utilizing powerpoint outlined that an application had been received from Story Environmental on behalf of First Cobalt for the purchase

of a portion of Lorrain Avenue located on the boundary between Bucke Twp. and Lorrain Twp. First Cobalt currently owns on either side of the subject property and are desirous of having continuous ownership. Council authorized staff to continue with a potential disposition through Resolution No. 2020-199 at the March 24, 2020 Regular meeting.

The subject property and immediate area was illustrated using an aerial photograph and it was noted that a reference plan is currently being prepared and is required to legally describe the property to allow for the sale as well as for Stopping Up and Closing up that portion of the Lorrain Avenue.

Staff is recommending a direct disposition with the owners and they have offered \$500 plus associated costs. Notice of this public meeting was provided via the Community Bulletin in accordance with the City's disposition of land By-law No. 2015-160.

Mr. Treen indicated there were no public comments submitted prior to the meeting and that the next steps include the adoption of a By-law to Stop Up and Close that portion of Lorrain Avenue as well as an Administrative Report for the Purchase and Sale of the subject property.

Mayor Kidd stated that if there are any members of the public wanting to speak to this issue to input their comments into the chat box. Mayor Kidd inquired if there were any comments from members of Council.

Councillor Jelly inquired if the disposition of the land would impact any residents to the south of the subject property. It was indicated that the Refinery is located within Lorrain Twp. and there is one residential dwelling to the south of the Refinery and the individual has been given a key to the gate at the Refinery for access purposes.

The Director of Corporates Services indicated there are no comments within the Chat box. Mayor Kidd declared that this public meeting is closed and Council will give due consideration to the application.

7.2. Potential Disposition of Land

Applicant: Sharon Hetu & Roger Laferriere

Property: Portion of Paget Street

Purpose: The applicant's residence is adjacent to an unopened portion of Paget Street and are desirous of implementing some landscaping features that would assist in preventing further land slippages adjacent to the Wabi River.

Mayor Kidd stated that the purpose of this public meeting is to present to Council and the public details related to the proposed disposition of land, being a portion of Paget Street. The meeting also allows the public to provide comments on the proposed disposition prior to Council making a decision.

Mayor Kidd declared this to be an open public meeting and request the Clerk, Dave Treen to outline the details of the proposed disposition.

Municipal Clerk Dave Treen, utilizing powerpoint outlined that the owners of 120 Paget Street (adjacent to the Wabi River) have had discussions with the Director of Public Works with respect to land slippages and are desirous of implementing some landscaping features that would assist in preventing further land slippages and the land upon which the features would be installed is part of the road allowance for Paget Street.

Council authorized staff to continue with a potential disposition through Resolution No. 2020-220 at the April 7, 2020 Regular meeting.

Utilizing an aerial photograph the subject property and immediate area was illustrated.

Staff is recommending a direct disposition of the land with the applicant and the donation of the land to the applicant in the best interest of both parties. The City would also cover the legal fees associated with the transfer. Notice of this public meeting was provided via the Community Bulletin in accordance with the City's disposition of land By-law No. 2015-160.

Mayor Kidd stated that if there are any members of the public wanting to speak to this issue to input their comments into the chat box. Mayor Kidd inquired if there were any comments from members of Council.

Councillor Hewitt inquired as to the associated costs being borne by the municipality. Director of Public Works, Doug Walsh stated that based on discussions with the applicants, City Manager and himself there have been slippages on both portions of the applicant's land and Paget Street and further commented that there is a gas main within the Paget Street Road Allowance; however it is not part of this disposition. Doug noted that the property owners have indicated that they will cover any costs related to the landscaping features on their property and the subject property that they are acquiring and for those reasons staff is recommending that the City cover the associated costs for the disposition.

Councillor Whalen outlined that he is in favour of the disposition of land as there is more benefit to the disposition inquired if there were costs associated with the established of the road allowances. City Manager, Chris Oslund outlined that there would have been costs many years ago at the time.

The Director of Corporates Services indicated there are no comments within the Chat box. Mayor Kidd declared that this public meeting is closed and Council will give due consideration to the application.

8. Question and Answer Period

Director of Corporate Services, Shelly Zubyck outlined the following questions contained within the Chat Box:

- Museum Taxes: Inquiry as to whether Council would be dismissing property taxes for museums. City Manager, Chris Oslund indicated that staff would have to look into the matter before responding.
- Landfill Closure: Inquiry as to when the landfill would be open to the public. Mayor Kidd stated the rationale for closure was for the protection of the landfill attendant (handling cash); however, the matter is to be discussed at an upcoming Public Works committee meeting (i.e. amnesty weeks/weekends), no clear date on reopening.
- Transit: Inquiry as to whether Transit fare will be free in May. City Manager, Chris Oslund indicated that the Transit Committee is scheduled to meet on April 29, 2020 and staff will be recommending to continue with free transit. Chris did outline that there have been people utilizing the service for the purpose of joyriding, and the rational for maintaining the service is to allow essential workers to get to work and those that do not have any other means of transportation to get groceries. Want to encourage people to limit their use of the transit unless it is for essential services.
- Potholes: Inquiry as to when potholes in Dymond will be fixed. Director of Public Works, Doug Walsh outlined that crews are currently hand filling potholes throughout the City and the new Spray Patcher is anticipated to arrive next followed by training and subsequent deployed.

9. Presentations / Delegations

None.

10. Communications

- a) Stewart Strathearn, Mayor – Town of Midland

Re: Support – Waive Property Taxes for 2020

Reference: Received for Information

- b) Honourable Steve Clark, Minister – Ministry of Municipal Affairs and Housing

Re: Update – Planning applications

Reference: Received for Information

- c) Association of Municipalities of Ontario

Re: Update – Bill 189 Coronavirus Support and Protection Act

Reference: Received for Information

- d) Honourable Steve Clark, Minister – Ministry of Municipal Affairs and Housing

Re: Update – Provincial Emergency

Reference: Received for Information

Resolution No. 2020-241

Moved by: Councillor Foley

Seconded by: Councillor Hewitt

Be it resolved that City Council agrees to deal with Communication Items 10. a) to 10. e) according to the Agenda references.

Carried

11. Committees of Council – Community and Regional

Resolution No. 2020-242

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Be it resolved that the following minutes and/or reports be accepted for information:

- a) Minutes of the Temiskaming Shores Public Library Board meeting held on March 18, 2020.

Carried

12. Committees of Council – Internal Departments

None.

13. Reports by Members of Council

Councillor Whalen reported on the following:

- CS & PW Mtg: Corporate Service and Public Works Committee meetings held last week with most of the discussions related to cash flows for the City, thus there are motions coming forward this evening related to those discussions.

14. Notice of Motions

None.

15. New Business

- a) **Administrative Report No. CS-016-001-2020 – Property Tax Instalment – Response to the COVID-19 Pandemic (deferred from the April 7, 2020 Regular Council meeting)**

Resolution No. 2020-243

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-016-2020;

That Council agrees to waive penalty on Property Tax Accounts effective the May 15, 2020 Property Tax Instalment;

That Council agrees to the review the timing of the Final 2020 Property Tax Billing and applicable due dates;

That Council respectfully requests that both the District of Timiskaming Social Services Administration Board and the Timiskaming Board of Health consider a deferral of municipal contributions for a period of three months.

Carried

b) Charitable requests for support for tax reductions, tax exemptions and waiving of various fees and infrastructure charges

Resolution No. 2020-244

Moved by: Councillor Whalen
Seconded by: Councillor Laferriere

Whereas Council for The City of Temiskaming Shores is entrusted with the financial well-being of the municipality; and

Whereas this financial well-being is in large part supported by the tax revenues collected; and

Whereas Council has been and is often requested to assist with tax reductions, tax exemptions and the waiving of various fees and infrastructure charges; and

Whereas Council has been and is often asked to provide direct financial support or financial guarantees; and

Whereas the reductions, exemptions and support often have immediate impact on the total tax revenues and as such the financial well-being of the municipality.

Now therefore be it resolved that Council for The Corporation of The City of Temiskaming Shores hereby brings into effect the requirement that all tax reductions, tax exemptions, waiving of fees and waiving infrastructure charges hereby be supported by the submission of financial reports to the municipality; and

Further be it resolved that this resolution apply to all current and future reductions, exemptions and requests; and

Further be it resolved that these financial reports be in way of most current registered audit, charitable status reporting, lottery license reports or business plan; and

Further be it resolved that all ongoing reductions, exemptions and requests be supported with yearly reporting; and

Further be it resolved that staff develop a Policy for the implementation of the parameters contained in this motion.

Carried

Recorded Vote

For Motion
Councillor Hewitt

Against Motion
Councillor Jelly

Councillor Jelly
Councillor Laferriere
Councillor McArthur
Councillor Whalen
Mayor Kidd

Councillor Foley

c) Memo No. 006-2020-CS – Amendment to Lease for Dr. Smith and Dr. Lacasse

Resolution No. 2020-245

Moved by: Councillor Foley
Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 006-2020-CS; and

That Council directs staff to prepare the necessary by-laws to amend By-law No. 2020-029 (Dr. Smith) to add a 60 ft² examination room and By-law No. 2019-142 (Dr. Lacasse) to remove a 60 ft² examination room for consideration at the April 21, 2020 Regular Council meeting.

Carried

d) Administrative Report No. CS-017-2020 – Community Choir Lease

Resolution No. 2020-246

Moved by: Councillor McArthur
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-017-2020; and

That Council directs staff to prepare the necessary by-law to enter into a lease agreement with the Community Choir for the rental of space at the New Liskeard Community Hall for consideration at the April 21, 2020 Regular Council meeting.

Carried

e) Administrative Report No. PW-010-2020 – Shelly Herbert-Shea Memorial Arena Roof Replacement

Resolution No. 2020-247

Moved by: Councillor Jelly

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-010-2020; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Blanchfield Roofing Co. Ltd. for the replacement of the roof at the Shelley Herbert-Shea Memorial Arena as detailed in Request for Quotation PW-RFQ-004-2020 – Option B at a total upset cost of \$421,620.00 plus applicable taxes for consideration at the April 21, 2020, Regular Council meeting.

Carried

f) Memo No. 007-2020-RS – Splash Pad Project

Resolution No. 2020-248

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 007-2020-RS for information purposes and directs staff to consider a deferral of the Splashpad Project as part of the 2020 Capital Budget review.

Carried

16. By-laws

Resolution No. 2020-249

Moved by: Councillor McArthur

Seconded by: Councillor Whalen

Be it resolved that:

By-law No. 2020-038 Being a by-law to amend By-law No. 2019-018
(Appointment of members to the Public Library Board)

By-law No. 2020-039 Being a by-law to authorize a Lease Agreement with the
Community Choir for the rental of space at the New Liskeard
Community Hall

By-law No. 2020-040 Being a by-law to enter into an agreement with Blanchfield Roofing Company Limited for the replacement of the roof at the Shelly Herbert-Shea Memorial Arena

By-law No. 2020-041 Being a by-law to amend By-law No. 2019-142 (lease agreement with Dr. Lynne Lacasse for the rental of space at the Haileybury Medical Centre)

By-law No. 2020-042 Being a by-law to amend By-law No. 2020-029 (lease agreement with Dr. Phillip J. Smith for the rental of space at the Haileybury Medical Centre)

be hereby introduced and given first and second reading.

Carried

Resolution No. 2020-250

Moved by: Councillor Hewitt

Seconded by: Councillor Jelly

Be it resolved that

By-law No. 2020-038;

By-law No. 2020-039;

By-law No. 2020-040;

By-law No. 2020-041; and

By-law No. 2020-042.

be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

17. Schedule of Council Meetings

a) Regular – Tuesday, May 5, 2020 at 6:00 p.m.

b) Regular – Tuesday, May 19, 2020 at 6:00 p.m.

Note: Mayor Kidd outlined that the municipality is looking into the potential for a Town Hall meeting for the business community which would include the NL BIA and the Chamber of Commerce.

18. Question and Answer Period

Councillor Jelly indicated that the Legions across Canada will be flying their flags at half-mast tomorrow (April 22, 2020) in support of the tragedy in Nova Scotia and requested that the Canadian flag at City also be flown at half-mast. City Manager, Chris Oslund outlined staff would lower the flag.

Councillor Laferriere raised concerns with the continued closure of the Landfill Site and is of the opinion that various options could be implemented for the safety of the attendant and has seen evidence of illegal dumping of refuse. The argument of social distancing should not be the basis for the closure, certain options could be implemented.

Councillor Hewitt concurred and stated that there are a number of people at home doing spring cleaning and there has to be some method of collecting fees and still protecting the attendant. This is the time of the year that people want to use the landfill.

Director of Corporate Services, Shelly Zubyck outlined that there are no comments within the Chat Box.

19. Closed Session

None.

20. Confirming By-law

Resolution No. 2020-251

Moved by: Councillor Laferriere

Seconded by: Councillor McArthur

Be it resolved that By-law No. 2020-043 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on **April 21, 2020** be hereby introduced and given first and second reading.

Carried

Resolution No. 2020-252

Moved by: Councillor Whalen
Seconded by: Councillor Hewitt

Be it resolved that By-law No. 2020-043 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

21. Adjournment

Resolution No. 2020-253

Moved by: Councillor Foley
Seconded by: Councillor Laferriere

Be it resolved that City Council adjourns at 7:05 p.m.

Carried

Mayor – Carman Kidd

Clerk – David B. Treen

From: "dupuis1860@persona.ca" <dupuis1860@persona.ca>

Date: April 19, 2020 at 12:42:31 PM EDT

To: Carman Kidd <ckidd@temiskamingshores.ca>

Subject: future indigenous advisory committee

Reply-To: <dupuis1860@persona.ca>

Hello Bonjour et Tanshi:

Mr. Mayor and council / I am Michel Emile Dupuis formerly from (Moore's Cove) Where I grew up / Buck TWP / THE TRI TOWNS I Am A citizen of the MNO metis nation of Ontario 100% Powley Tested/ Metis Harvester under section s.35 of the CCA !!! As You Know My Father FERN / Fernand Dupuis and his father Romeo Dupuis were well known in the area for many years historically and his 50 years Anniversary For Pulling a VW Beetle equaling 2000 lbs. from the lights in new liskeard to the tri-town Motor Inn front door in haileybury as a kinsmen member to raise funds towards installing artificial ice in the now Haileybury Arena / The funds raised from that event was 2.500.00 in 1970 dollars /I Was 11 years old at the time with great memories of it / would it be possible Mr. Mayor to have / a day commemorating him / naming the underpass on main st. in his name / (THE FERN DUPUIS UNDERPASS) He Was a true Gentle Giant in his day / He made ice for the cobalt/haileybury curling club /and the curling ice at the lower notch hydro project / he maintained the 9 hole haileybury golf course for many years / he designed 4 greens at the new liskeard golf course under the direction of Mr. Shepherdson whom the N L arena is now named after / He drove transit / school bus / for many years and ask anyone who fern dupuis was and 80 % of them will say yes he was our bus driver because that is what he did for 40 years give or take a couple / He was a generous fella and deserves to be recognized in his home town / in my opinion as his only son !please share this letter with your council sir and get back to me in due process if that is something you and your council would consider /short of a petition in his name /He Lived and died for his home town and in his home town !?Sincerely and with kind regards Thank You Merci et Meegwech to you and your council SIR !? We can discuss a future indigenous advisory committee in the unceded Algonqin temiskaming territory at a later date



The TOWNSHIP of
NORTH DUMFRIES

2958 Greenfield Road
PO Box 1060
Ayr, ON N0B 1E0

April 17, 2020

RE: Tourism Orientated Destination Signage Fee Increases

This letter is to advise that at its meeting of April 14, 2020, the Council of the Township of North Dumfries received a copy of the County of Haliburton resolution (as attached) specific to the Tourism Orientated Destination Signage Fee Increases.

Please be advised that Council of the Township of North Dumfries hereby supports the resolution as presented.

Sincerely,

Ashley Sage
Clerk

cc. all Ontario municipalities



County of Haliburton

P.O. Box 399 – 11 Newcastle Street
Minden, Ontario K0M 2K0

705-286-1333 phone 705-286-4829 fax

Warden Liz Danielsen

Michael Rutter, CAO
mrutter@county.haliburton.on.ca

February 3, 2020

All Ontario Municipalities

Dear Sir/Madame:

Re: Tourism Oriented Destination Signage Fee Increases

Haliburton County and our local municipalities recently became aware of a significant increase in fees being charged to businesses by Canadian Tourism Oriented Destination Signage Limited. In a time when every effort is being made to remove barriers to prosperity, this change will take money directly from the “bottom line” of small and medium sized businesses and not-for-profits across the Province.

At their most recent meeting, Haliburton County Council passed the following resolution:

Whereas the Ministry of Heritage, Sport, Tourism, and Culture and the Ministry of Transportation supervise the delivery and maintenance of tourism oriented destination signage through a third party – Canadian TODS Limited;
And Whereas our tourism stakeholders and other enterprises rely heavily on this signage to direct customers to their businesses;
And Whereas Canadian TODS Limited recently advised their customers that fees will be doubling, beginning in 2020;
And Whereas this will result in significant financial hardship for those business owners:
Now therefore, be it resolved that the Haliburton County Tourism Committee and Haliburton County Council request that the Minister of Tourism, Culture and Sport and the Minister of Transportation reconsider or phase in this fee increase, allowing an appropriate amount of time for businesses to adjust;
And finally that those municipalities that support the resolution be requested to advise the Ministers noted above and their local MPP of their support.

All of the municipalities in the County of Haliburton recognize the value of this signage and the need for cost increases to meet inflation; however, we are asking that this fee increase be reconsidered and phased in to ease the burden on our stakeholders.

Thank you for your consideration of our request.

Yours truly,

Liz Danielsen
Warden



Transmitted via Email

April 22, 2020

RE: TOWN OF GRAVENHURST RESOLUTION – Province of Ontario add Community Gardens, Garden Centres and Nurseries as essential services during the COVID-19 Pandemic

At the Town of Gravenhurst Committee of the Whole meeting held on April 21, 2020, the following resolution was passed:

Moved by Councillor Cairns
Seconded by Councillor Morphy

WHEREAS the Town of Gravenhurst Council fully understands, upon the direction of the Provincial Government, that only businesses and services deemed to be essential are to remain open during the COVID-19 Pandemic;

AND WHEREAS our Not for Profit Community Partners rely on Community Gardens for the ability to grow vegetables that assist in meeting the food related needs as well as providing physical and mental health benefits for our most vulnerable citizens;

AND WHEREAS physical distancing measures would still be needed for those working in Community Gardens;

AND WHEREAS Garden Centres and Nurseries could be required to provide curb-side car drop off service to reduce the risk;

AND WHEREAS the Medical Officer of Health for the Simcoe Muskoka District Health Unit, supports the continuation of Community Gardens throughout the COVID-19 Pandemic;

NOW THEREFORE BE IT RESOLVED THAT the Town of Gravenhurst Council requests that the Province of Ontario add Community Gardens, Garden Centres and Nurseries as essential services;

AND FINALLY THAT this resolution be circulated to Scott Aitchison, MP for Parry Sound-Muskoka, Norm Miller, MPP for Parry Sound-Muskoka, Premier Ford and all Ontario Municipalities requesting their support.

CARRIED

We trust the above to be satisfactory.

Sincerely,

Melanie Hakl

Melanie Hakl
Administrative Clerk 2, Legislative Services

April 20th, 2020

New Liskeard Business Improvement Association
325 Farr Drive
Haileybury, ON
POJ 1K0

Attention Louise Briere,

It is with regret that I announce my resignation from the New Liskeard Business Improvement Association (BIA) Board effective immediately.

The current requirements to effectively fulfill the BIA Board Chair are beyond what I can sustain into the foreseeable future.

I apologize for any inconvenience this may cause the Board. I am more than willing to assist in wrapping up things I was working on for the BIA and to assist the new Board Chair.

It has been a pleasure being a part of a dedicated group of Board members. I wish the Board continued success in the future.

Thank you for your understanding.

Regards,

Sean Mackey

TEMISKAMING SHORES

COVID – 19 BUSINESS IMPACT SURVEY RESULTS

IMPACT OF COVID-19 ON BUSINESS OPERATIONS AND ON THE WORKFORCE

April 22, 2020



The impact of COVID – 19 on OPERATIONS

LEVEL OF IMPACT

27%

HIGH

This could put us out of business.

45%

MEDIUM

This is going to significantly impact our finances.

24%

LOW

This may impact us financially, but we are confident that we can weather the storm.

4%

NONE



ESTIMATED FINANCIAL LOSS SINCE THE BEGINNING OF COVID-19?

(44 respondents answered this question)

47%

\$20,000

27%

\$20,000 to \$50,000

14%

\$50,000 to \$100,000

12%

\$100,000 or more

Note: Totals may not add up due to rounding and respondents who provided multiple answers to certain questions.

HOW HAS COVID-19 IMPACTED YOUR OPERATIONS?

(155 respondents answered this question)

46%

We reduced hours, staff and business operations

35%

We're working remotely and continuing operations

37%

We closed temporarily

0%

We closed permanently

3%

No impact

IF YOU ARE CONTINUING YOUR BUSINESS OPERATIONS, HOW HAVE YOU ADJUSTED?

(117 respondents answered this question)

29%

Our storefront is operating with reduced hours.

58%

Our storefront is closed but we offer our products and services by telephone.

44%

Our storefront is closed but we offer our products and services online.

WHAT ADDITIONAL IMPACT OR MEASURES HAVE YOU EXPERIENCED?

(152 respondents answered this question)

Our supply chain is interrupted

43%

We've had contracts cancelled

19%

We've had to cancel contracts

35%

Decrease in sales (or donations if not-for-profit)

62%

We've had to cancel fundraising events.

16%

We are having to restrict spending because of uncertainty.

74%

We increased cleaning and sanitation in our office/facilities.

51%

We are experiencing significant increase in consumer demand.

11%

The impact of COVID – 19 on the WORKFORCE

Number of lay-offs following the release on March 26th, of the list of essential services:

(60 respondents reported layoffs)



239

Full-time

120

Part-time

19

Seasonal

27

Contract

WHAT HAVE YOU TRIED TO ACCOMMODATE THE IMPACT OF COVID-19 ON YOUR WORKFORCE?

55%

We educate our employees as to the symptoms and risks associated with the virus, as well as prevention measures.

19%

We staggered work hours for employees.

34%

We've required employees to work from home.

8%

We are asking employees to use vacation, sick or personal days during the pandemic to defer layoffs.

15%

We continue to pay wages to employees that are off work for quarantine or illness.

27%

We've closed our business/organization temporarily and not paying employees during closure.

45%

We've informed employees of the government assistance programs.

19%

Other: owner operator of non essential, employees are working 20 hours per week with full pay, we reduced work hours.

SUGGESTIONS FROM LOCAL BUSINESSES

When asked about what the community could do for them, answers following categories: communication and awareness building and support.

COMMUNICATION / AWARENESS

- Stay home and stay safe so we can get past this sooner.
- Public needs to be respectful, patient and supportive to those who work. Some decisions are out of our control and are there to protect the community.
- One person per family should be shopping.
- Don't use cash, use debit or credit only. Utilize the online grocery services when available.
- We need better direction on process and procedures if employee(s) think they have been exposed to a person who tested positive.
- Purchase take out and buy local when possible so that businesses could survive and continue to serve you after the crisis .
- We need specific directions on availability of government assistance, qualification criteria and help us navigate/how to apply.

SUPPORT

- Work with internet service providers to decrease payments and ensure optimum communication services so that we can continue serving and checking with customers.
- Keep us informed.
- Defer or reduce Business Property Taxes.
- Work on a business friendly strategy that can be implemented promptly once restrictions are lifted.
- Support for a local platform to promote services and products that are available online in the community, and to urge people to spend their money and vacation locally to inject money back into local industries.
- Enforce the social distancing mandated by the province so that we end this crisis sooner.

The organizations involved in conducting this survey wish to thank the responding businesses and organizations. Our goal with the survey is to better understand the impact of COVID-19 on your operations and on your workforce, as well as to get suggestions from local businesses and organizations on possible local solutions that might assist you during this difficult time.

The results of the survey, along with the suggestions that were received have been forwarded to our municipal and community partners for their consideration and response. We will keep you posted as local steps are taken to address your concerns and suggestions. As a starting point, here is what has already been undertaken or is in the works in the community:

- ✓ All full time municipal staff continue to work to provide municipal services.
- ✓ Part time and casual staff have been laid off due to closures of non essential facilities (libraries, arenas, marinas, etc).
- ✓ Late payment charges and penalties on overdue municipal taxes are waived until further notice.
- ✓ The City created a Recovery Task Force with other local business support agencies to provide information to business and plan recovery strategies to assist businesses and employees get back to work.
- ✓ Regular updates on COVID-19 programs and incentives shared by the Temiskaming Shores & Area Chamber of Commerce through newsletters and social media. To receive these regular updates, signup at <https://tsacc.us11.list-manage.com/subscribe?u=db216feece4fac9be9ae610c1&id=8bfa05bc46> “
- ✓ Emergency Relief Loan Product available through South Temiskaming Community Futures to help businesses who may not qualify for the federal program, or who are waiting to access that program.
- ✓ Calendar of small business center webinars available at www.enterprisetemiskaming.ca
- ✓ Partners will follow-up with an update to this survey on May 11th.

WHO ANSWERED THE SURVEY?

156 businesses and organizations

61%

Private

24%

Public

15%

Not for profit

EMPLOYEE SIZE RANGE - APRIL 1, 2020

(140 respondents answered this question)

35

0

employees

89

1 to 19

employees

7

20 to 49

employees

6

50 to 99

employees

3

100+

employees

RESPONDENTS BY INDUSTRY

(150 respondents answered this question)

Agriculture, Forestry, Fishing and Hunting	25
Mining, Quarrying or Oil & Gas Extraction	10
Utilities	9
Construction	18
Manufacturing	18
Wholesale Trade	5
Retail Trade	47
Transportation and Warehousing	6
Information and Cultural Industries	9
Finance and Insurance	5
Real Estate and Rental & Leasing	6
Professional, Scientific and Technical Services	14
Management of Companies and Enterprises	1
Administration & Support, Waste Management and Remediation Services	4
Educational Services	8
Healthcare and Social Assistance	11
Arts, Entertainment and Recreation	23
Accommodation and Food Services	17
Public Administration	2
Other Services (Except Public Administration)	18
Other (Please Specify) <i>Veterinary, Hair Salon/Esthetician, Church, Community organization, Storage, Funeral services, Gas Station, Auto repairs, community development</i>	

Partners involved in conducting the survey between April 6 – 14, 2020



Provincial government support for businesses

<https://www.ontario.ca/page/covid-19-support-businesses>

Federal government support for businesses

<https://www.canada.ca/en/department-finance/news/2020/04/canadas-covid-19-economic-response-plan-new-support-to-protect-canadian-jobs.html>

Municipal COVID-19 information

<http://temiskamingshores.ca/en/city-hall/covid-19-updates.asp>

Temiskaming Shores Chamber & Area Chamber of Commerce

<https://tsacc.ca/covid-19/>

Earlton-Timiskaming Regional Airport Authority

P.O. Box 99 Airport Road, Earlton, ON P0J 1E0

April 29, 2020

City of Temiskaming Shores

P.O. Box 2050

Haileybury, On P0J 1K0

Attn: Mayor and Council

RE: ETRAA OMERS Request

The ETRAA, since it was established, has been operated by 11 local municipalities, with representatives on its board of directors. The City of Temiskaming Shores being the largest municipality. Up until this year, the Township of Armstrong has been administering the payroll and benefit plans on our behalf.

We were notified that the Township of Armstrong, no longer wishes to provide that service, and we are now taking steps to provide payroll and benefit administration in house.

To accomplish the transfer of the Omers Pension Plan to the ETRAA, we require one of our affiliated member municipalities to provide a Letter of Guarantee, of four months of contributions, to guarantee our OMERS required contributions in the event of default.

OMERS requires an original signed copy of the attached Letter of Guarantee, to cover our remittances on a monthly payroll of just under \$10,000.

Our Board of Directors is asking the City of Temiskaming Shores council if they would be willing to provide this Letter of Guarantee?

Sincerely

Carman Kidd

ETRAA Board Chair



MINUTES OF THE REGULAR MEETING OF THE BOARD

Held on Wednesday, December 18, 2019 at the NEOFACS Boardroom – 40 Third St., Englehart

Present: Doug Jelly – Chair, Derek Mundle – Vice-Chair, Patrick Adams, Cliff Fielder, Sharon Gadoury-East, Patricia Hewitt, Pat Kiely, Airianna Leveille, Ian MacPherson, Kelly Black, CAO

Staff: Dani Grenier-Ducharme, Children's Services Manager
Lynne Labelle, Housing Services Manager
Janice Loranger, Director of Finance
John McCarthy, EMS Chief

The Regular Meeting of the Board was called to order at 5:30 PM.

1.0 DISCLOSURE OF PECUNIARY INTEREST

Nil

2.0 PETITIONS AND DELEGATIONS

Nil

3.0 ACCEPTANCE/ADDITIONS TO THE AGENDA

Resolution #2019-91

Moved by: Cliff Fielder
Seconded by: Patrick Adams

THAT the agenda of the Regular Meeting of the Board held on December 18, 2019 be accepted as presented.

Carried.

4.0 ADOPTION OF THE PREVIOUS MINUTES

Resolution #2019-92

Moved by: Derek Mundle
Seconded by: Ian MacPherson

THAT the minutes of the regular meeting of the Board held on November 18, 2019 be approved as presented.

Carried.

5.0 CORRESPONDENCE

5.1 Correspondence from MCCSS re ON Poverty Reduction Strategy.

Resolution #2019-93

Moved by: Pat Kiely
Seconded by: Sharron Gadoury-East

THAT the Board receive the correspondence as presented for information.

Carried.

6.0 BUSINESS ARISING FROM THE PREVIOUS MINUTES

Kelly Black reported that she received the information from the Ministry of Community Safety and Correctional Services regarding search and rescue services in unincorporated areas. Kelly will meet with the Reeve of James Township in the New Year to relay her findings and to discuss the township's outstanding DTSSAB payment.

7.0 OTHER BUSINESS

7.1 2020 Board Budget

Janice Loranger, Director of Finance, presented this item for information.

7.2 2020 Children's Services Budget

Dani Grenier-Ducharme, Children's Services Manager, presented this item for information.

7.3 2020 Emergency Medical Services Budget

John McCarthy, EMS Chief, presented this item for information.

7.4 Transfer into Vehicle Reserve Fund

John McCarthy, EMS Chief, presented this item for approval:

Resolution #2019-94

Moved by: Cliff Fielder
Seconded by: Sharron Gadoury-East

THAT the Board approve to carry over \$155,000 from the EMS Vehicle Capital as approved in the 2019 budget and deposit the amount into the Vehicle Reserve Fund to be used for a purchase of a new vehicle in the first quarter of 2020.

Carried.

7.5 Sale of retired EMS pickup trucks

John McCarthy, EMS Chief, presented this item for approval:

Resolution #2019-95

Moved by: Patrick Adams
Seconded by: Pat Kiely

THAT the Board approve the deposit of \$9,177.00 from the sale of two retired paramedic pickup trucks into the Vehicle Reserve Fund to be utilized for future purchases related to EMS vehicles.

Carried.

7.6 Request to deposit donated funds to EMS Equipment Reserve

John McCarthy, EMS Chief, presented this item for approval:

Resolution #2019-96

Moved by: Ian MacPherson
Seconded by: Derek Mundle

THAT the Board approve a deposit of \$ 1,000 to the EMS Equipment Reserve Fund as received from a donation towards the purchase of a remote patient access unit.

Carried.

7.7 10-Year Housing and Homelessness Plan 5 year Review

Kelly Black presented this item for approval:

Resolution #2019-97

Moved by: Cliff Fielder
Seconded by: Airianna Leveille

**THAT the Board approve the 10 year Housing and Homelessness Plan Update;
Supporting Housing Needs in Our Communities as presented.**

Carried.

7.8 NEER Update

Kelly Black presented this item for information.

7.9 Affordable Housing Development 255 Grant Drive

Lyne Labelle, Housing Services Manager, presented this item for approval:

Resolution #2019-98

Moved by: Sharron Gadoury-East
Seconded by: Derek Mundle

**THAT the Board release the funds for a repayable loan of \$473,385.21 plus interest from
the Social Housing reserves for the Affordable Housing Development on Grant Street in
Temiskaming Shores.**

Carried.

7.10 Transfer of Surplus Capital Funds – Social Housing Program

Lyne Labelle, Housing Services Manager, presented this item for approval:

Resolution #2019-99

Moved by: Patricia Hewitt
Seconded by: Pat Kiely

**THAT the Board approve the transfer of surplus capital funds for 2019 in the amount of
approximately \$29,500 to the Social Housing capital reserve account for use in 2020 for
scheduled capital repairs. The exact amount of the surplus will be determined at year
end through a consensus between the Director of Finance and the Housing Services
Manager.**

Carried.

7.11 Q3 Finance Report

Janice Loranger, Director of Finance, presented this item for information.

7.12 2020 Board Meeting Schedule

Kelly Black presented this item for information.

7.13 CAO Report

Kelly Black presented this item for information.

Dani Grenier-Ducharme and John McCarthy left the meeting at 7:27 PM.

8.0 IN CAMERA SESSION
Resolution #2019-100

Moved by: Derek Mundle
Seconded by: Cliff Fielder

THAT the Board move into the in camera session to discuss one legal matter.

Carried.

9.0 RETURN TO THE REGULAR MEETING
Resolution #2019-101

Moved by: Cliff Fielder
Seconded by: Patricia Hewitt

THAT the Board resolve to rise from the in camera session and reconvene with the regular meeting of the Board without report at 7:35 PM.

Carried.

10.0 ADJOURNMENT / NEXT MEETING
Resolution #2019-102

Moved by: Ian MacPherson
Seconded by: Derek Mundle

THAT the Board meeting be hereby adjourned at 7:39 p.m.

AND

THAT the next meeting be held on January 22, 2020, in Englehart, or at the call of the Chair.

Carried.

Minutes signed as approved by the Board:



Doug Jelly, Chair

2019-02-19
Date

Recorder: Lise Gauvreau

1. CALL TO ORDER

Meeting called to order at 12:01 p.m.

2. ROLL CALL

Mayor Carman Kidd

Christopher W. Oslund, City Manager

Councillor Jeff Laferriere

Shelly Zubyck, Director of Corporate Services

Councillor Danny Whalen

Laura Lee MacLeod, Treasurer

David Treen, Municipal Clerk

Kelly Conlin, Executive Assistant

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

Add under New Business:

9.4 Motion from Councilor Whalen regarding Sponsorship Program

9.5 Request for Flow-through Funding: One Foot Forward

4. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

None

5. APPROVAL OF AGENDA

Recommendation CS-2020-006

Moved by: Councilor Danny Whalen

Be it resolved that:

The Corporate Services Committee agenda for the April 15, 2020 meeting be approved as amended.

CARRIED

6. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation CS-2020-007

Moved by: Mayor Carman Kidd

Be it resolved that:

The Corporate Services Committee minutes of the February 18, 2020 meeting be approved as presented.

CARRIED

7. INTERNAL/EXTERNAL CORRESPONDENCE

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9.1 Municipal Lease Agreements

Discussion:

Shelly Zubycck, Director of Corporate Services explained that the City has been contacted by two of our current tenants who have lost their revenue sources due to the Covid-19 pandemic. They have requested a deferral of rent until such time they are able to generate revenue. The Committee is mindful that this request may come from other tenants as well, and directed staff to address the requests on a case-by-case basis. The Committee also requested a list of active tenants.

Recommendation CS-2020-008

Moved by: Mayor Carman Kidd

Be it resolved that:

The Corporate Services Committee hereby approves the request for monthly lease payment deferral for Haileybury Dental and the Timiskaming Gymnastics club, and further any other request that may come forward from tenants whose revenue source has been lost during Covid-19.

CARRIED

9.2 Planning Matters – Direction from the Ministry

Discussion:

Shelly Zubycck made the Committee aware that the Ministry of Municipal Affairs and Housing has provided municipalities with direction to hold off on any planning matters. A majority of planning matters require public meetings and due to Covid-19, public meetings are not permitted. Shelly will update the Committee as more information becomes available.

9.3 Budget 2020

Discussion:

Chris Oslund and Laura Lee MacLeod went over current cash flow, lost revenue projections and 2020 Capital and Operational budgets as they relate to the current Covid-19 pandemic. For May installment of taxes, the Committee discussed the possibility of Council passing a recommendation to support waving of penalty and interest to those who are unable to make the payment on time. This would apply to tax payments from May forward and not the March 2020 installment or any arrears that may already be in place.

Chris provided the Committee with a list of projected lost revenues that amount to approximately \$400K over 3 months. The Committee was also provided with a briefing of what staff are going to be recommending that Council consider deferring in the 2020 Capital Budget.

9.4 Sponsorship Program – Suggested Motion from Councillor Whalen

Discussion:

Recommendation CS-2020-009

Moved by: Mayor Carman Kidd

Be it resolved that:

The Corporate Services Committee hereby requests that Council supports the motion, with discussed changes, presented by Councillor Whalen in regards to the sponsorship program.

CARRIED

9.5 Request for flow-through funding – Gord & Greyson Zubycyck Memorial Fund

Recommendation CS-2020-009

Moved by: Mayor Carman Kidd

Be it resolved that:

The Corporate Services Committee hereby approves the request from the Gord & Greyson Zubycyck Memorial Fund to act as a flow-through agent for the purpose of funds being used to support community members during Covid-19.

CARRIED

10. NEXT MEETING

The next Corporate Services Committee Meeting will be for April 30th – via Video Conference at 6:00 PM.

11. ADJOURNMENT

Recommendation CS-2020-010

Moved by: Mayor Carman Kidd

Be it resolved that:

The Corporate Services Committee meeting is adjourned at 1:04 p.m.

CARRIED

1. CALL TO ORDER

The meeting was called to order at 8:56 a.m.

2. ROLL CALL

- Mayor Carman Kidd
- Mitch Lafreniere, Manager of Physical Assets
- Councillor Doug Jelly
- Darrell Phaneuf, Environmental Superintendent
- Councillor Danny Whalen
- Jamie Sheppard, Transportation Superintendent
- Chris Oslund, City Manager
- Kelly Conlin, Executive Assistant
- Doug Walsh, Director of Public Works
- Steve Burnett, Technical & Environmental Compliance

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

Add: 10.2 - ONR Crossing – Radley Hill Road

4. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

None

5. APPROVAL OF AGENDA

Recommendation PW-2020-008

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee agenda for the April 16, 2020 meeting be approved as amended.

Carried

6. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PW-2020-009

Moved by: Councillor Danny Whalen

Be it resolved that:

The Public Works Committee minutes for the February 27, 2020 regular meeting be adopted as presented.

Carried

7. PRESENTATIONS

8. INTERNAL/EXTERNAL CORRESPONDENCE

8.1 E-mail: Gilles Rivard – Ecole Navigateur school bus parking on Hessele

Discussion:

The Committee was provided with a copy of the email from Mr. Rivard. The concern is the buses that are waiting to go into the school parking lot at Navigateur school are straddling the STATO trail and tearing up the ground along the side of the road. This is not only a safety concern, but it is also contributing to the early deterioration of pavement along the edge of the trail. The Committee recommended that staff place No Parking signs as it is a no parking area while the STATO trail is open. Doug Walsh will also be contacting the Transportation Board and the school to determine if there is a reasonable solution.

9. UNFINISHED BUSINESS

9.1 2020 Roadway Rehabilitation Program

Previous Discussion:

Staff have included a \$1 million request for roadway rehabilitation and \$1 million request for the start of the rural road conversion program presented by Miller Paving in the 2020 budget for Council's consideration.

Discussion:

The Committee reviewed the draft 2020 Roadway Rehabilitation program as prepared and provided by Doug Walsh. Doug explained how/why the roadways were selected using data, such as pavement condition from our Street Scan report. The original budget for the program was \$1.2 million. The draft presented totals approximately 1.065 million, leaving a portion of the budget for any emergency road repairs that may be required.

Chris Oslund provide the Committee with a brief summary of the City's current cash flow situation as a result of the Covid-19 pandemic and the significant impacts it will have on the City's available funds to projects.

Doug Walsh will be reaching out to Miller Paving for information in regards to when they may be able to start working, as well as, billing options.

Recommendation PW-2020-010

Moved by: Councillor Danny Whalen

Be it resolved that:

The Public Works Committee hereby requests that Council be provided with and review the draft 2020 Roadway Rehabilitation Program as presented.

Carried

10. NEW BUSINESS

10.1 Landfill

Discussion:

Steve Burnett discussed the recent decision to close the landfill to the general public as a result of Covid-19. The Committee discussed options for Amnesty week that would normally be held in early May. For the time being, there will be no set date however, Mayor and Council are able to make residents aware during the CJTT morning chat and or Facebook posts that there will be something scheduled as soon as provincial restrictions are lifted.

10.2 ONR Crossing – Radley Hill Road

Discussion:

The City has an opportunity to partner with the Ontario Northland Railway (ONR) on a funding application to complete the necessary repairs and restoration to the railway crossing on Radley Hill Road. A recommendation of support from Council is a requirement of the application.

Recommendation PW-2020-011

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee hereby requests that Council support partnering with the Ontario Northland Railway on a funding application for repairs and restoration to the railway crossing on Radley Hill Road.

Carried

11. NEXT MEETING

The next meeting of the Public Works Committee is scheduled for April 30th via Video Conference and will commence at 9:00 a.m.

12. ADJOURNMENT

Recommendation PW-2020-012

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee meeting is adjourned at 9:50 a.m.

Carried

Memo

To: Mayor and Council
From: Shelly Zubyck, Director of Corporate Services
Date: May 5, 2020
Subject: Appointment of Logan Belanger as Municipal Clerk
Attachments: Draft Appointing By-law

Mayor and Council:

David Treen provided the City with notification of his retirement as Municipal Clerk effective May 1, 2020.

A recruitment process for the selection of a new Municipal Clerk was initiated. The Hiring Committee recommended the appointment of Ms. Logan Belanger at the April 7, 2020 Closed Session. Ms. Belanger accepted the offer of employment and started her employment with the City on April 27, 2020.

Council is required to enact a by-law to formalize the appointment. Therefore it is recommended that Council directs staff to prepare the necessary by-law for the appointment of Logan Belanger and the Municipal Clerk for the City of Temiskaming Shores for consideration at the May 5, 2020 Regular Council meeting.

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Shelly Zubyck
Director of Corporate Services

Christopher W. Oslund
City Manager

The Corporation of The City of Temiskaming Shores

By-law No. 2020-000

**Being a by-law to appoint Logan Belanger as the
Municipal Clerk for the City of Temiskaming Shores**

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas the Municipal Clerk will be retiring effective May 1, 2020;

And whereas Council considered Memo No. 007-2020-CS at the May 5, 2020 Regular Council meeting and directed staff to prepare the necessary by-law to appoint Logan Belanger as Municipal Clerk for consideration at the May 5, 2020 Regular Council meeting.

And whereas Council, at their February 19, 2013 Regular meeting, adopted Resolution No. 2013-082 appointing David B. Treen as Municipal Clerk effective September 3, 2013 and directed staff to prepare the necessary by-law for the said appointment;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Logan Belanger be hereby appointed as Municipal Clerk for The Corporation of the City of Temiskaming Shores effective May 5, 2020.

Read a first, second and third time and finally passed this 5th day of May, 2020.

Mayor – Carman Kidd

Deputy Clerk – Christopher W. Oslund

Subject: Markey Service Contracts CIM 2021-23

Report No.: CS-018-2020

Agenda Date: May 5, 2020

Attachments

Appendix 01: Single Source Justification Markey

Appendix 02: Markey Services Proposal NOMS CIM 2021-23

Recommendation

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-018-2020; and
2. That Council agrees to waive the Request for Proposal process and directs staff to prepare the necessary by-law to enter into an agreement with Markey Consulting for event coordination services for the Northern Ontario Mining Showcase events at the Canadian Institute of Mining, Metallurgy and Petroleum (CIM) Conventions in 2021, 2022 and 2023 conditional on the City attaining funding support from Fed Nor for consideration at the May 19, 2020 Regular Council meeting.

Background

The City hired Markey Consulting to coordinate the first Northern Ontario Mining Showcase project at PDAC in 2014. The company was hired due to the connections with many mining supply and service companies across the north and the many years of event coordination experience with the City of North Bay. Since then, the company has provided excellent service each year for the past seven years at PDAC.

The Northern Ontario Mining Showcase (NOMS) at PDAC has become very successful and now Fed Nor wants to expand the concept to other trade shows and possibly even other sectors.

Analysis

Since the City has agreed to be the lead organization to bring the Northern Ontario Mining Showcase event to the Canadian Institute of Mining, Metallurgy and Petroleum we will be needing the assistance of an event coordinator to do the work of planning and implementing the project with the support of City staff.

This report is to recommend to Council that we should continue to utilize the services of Markey Consulting to be the event coordinator for the project as the company has now an even better rapport with the participating businesses and completely understands the current processes and policies that are used to implement the project.

If the City were to hire another consulting firm to coordinate this project, it would require many hours of training by municipal staff. In addition, staff would be required to introduce the fifty businesses that will participate in the project and all of the work between the other contractors who work on the project.

Financial / Staffing Implications

This item has been approved in the current budget: Yes No N/A

This item is within the approved budget amount: Yes No N/A

The project is 100% funded, and therefore does not cost the City any cash, however the only City cost related to the project is staff time to manage the project. If the City were to bring in a new event coordinating consulting firm, the staff time required to manage the project would increase significantly, and therefore have a negative impact on the City's regular operations.

Alternatives

No alternatives were considered during the preparation of this report.

Submission

Prepared by:

Reviewed by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original Signed by"

"Original signed by"

James Franks
Economic Development
Officer

Shelly Zubycyk
Director of Corporate Services

Christopher W. Oslund
City Manager

Single / sole Source Justification

Attach this completed form to requisitions when competitive bids are not solicited.

Requested Single/Sole Source Supplier:

Company Name: Markey Consulting

Contact Name: Marla Tremblay

Address: 503 Champagne Road

City: Sturgeon Falls Prov: ON Postal Code: P2B 2L9

Phone Number: (705) 499-6267 E-mail: mtremblay@markeyconsulting.com

<input type="checkbox"/> Sole Source	<input type="checkbox"/> Single Source	<input checked="" type="checkbox"/> No Substitute
(No other known source or the only source meeting specification requirements)	(Only the designated Supplier is acceptable, others may exist)	(Specified item is required due to uniqueness, research continuity, etc.)

Description of Product or Service:

Event management and coordination services for the Northern Ontario Mining Showcase exhibits at CIM for the 2021, 2022 and 2023 events.

Estimated Cost: \$

CIM \$20,000 +hst

Complete the following checklist:

A specific contractor is the only source of the required item because (check all that apply):

- The required items are **proprietary to the Contractor**
- A specific item is needed:
 - To be compatible or interchangeable with existing hardware;
 - As spare or replacement hardware;
 - For the repair or modification of existing hardware, or
 - For technical evaluation or test.
- There is a **substantial technical risk** in contracting with any other contractor (e.g. only one contractor has been successful to date in implementing a difficult manufacturing process.)
- For support services effort, there is no reasonable expectation that a meaningful cost or other improvement could be realized over the incumbent contractor's performance (e.g. the chances of another firm winning a competition are clearly remote).

Explain why the recommended company is the only company that can meet the requirement. Address the following: Are there any other companies who can do this job? What condition exists so that the recommended company has a significant advantage over any other company who can do this job?

It is important to sufficiently address the key reason for awarding an order without soliciting competitive bids. The rationale must be clear and convincing, avoiding generalities and unsupported conclusions.

Markey Consulting was hired by the City in 2013 as the most suitable company to coordinate the Northern Ontario Mining Showcase project at PDAC due to the company's knowledge of municipal operations as well as provincial and federal funding programs and the company's close ties with many mining suppliers from throughout the region.

We have continued to work with Markey since that date. The business participants are now very comfortable with providing information to Markey, and that took some years to build relationships and trust.

It would be difficult to bring in a new event management firm at this point as the businesses may not wish to provide sensitive information to another company. The cost for Markey to perform this work is less as the background work at PDAC can be utilized to prepare the CIM exhibit.

Requested by: James Franks, EDO April 29, 2020
Department Head Date

Reviewed by: _____ Date
City Manager

Endorsed by: _____ Date
Council

**The Corporation of the City of Temiskaming Shores
By-law No. 2020-000**

Being a by-law to enter into an agreement with Markey Consulting to provide event management services for the Northern Ontario Mining Showcase event at the Canadian Institute of Mining, Metallurgy and Petroleum (CIM) Conventions in 2021, 2022 and 2023

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. CS-018-2020 at the May 5, 2020 Regular Council meeting and directed staff to prepare the necessary by-law and agreement with Markey Consulting to coordinate the Northern Ontario Mining Showcase event at the Canadian Institute of Mining, Metallurgy and Petroleum (CIM) Conventions in 2021, 2022 and 2023 pending funding approval from Fed Nor, for consideration at the May 19, 2020 Regular Council Meeting.

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Markey Consulting for event management services for the Northern Ontario Mining Showcase event at the Canadian Institute of Mining, Metallurgy and Petroleum (CIM) Conventions in 2021, 2022 and 2023 at a rate of \$400/exhibitor plus applicable taxes, pending annual funding approval from Fed Nor, a copy of which is attached hereto as Schedule "A" and forming part of this by-law; and
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 19th day of May, 2020.

Mayor – Carman Kidd

Clerk – Logan Belanger



Schedule “A” to

By-law No. 2020-000

Agreement between

The Corporation of the City of Temiskaming Shores

and

Markey Consulting Services

For event management services at the CIM Event



503 Champagne Road
Sturgeon Falls, ON P2B 2L9
t. 705-499-6267

MARKEY CONSULTING markeyconsulting.com

Services Proposal: Northern Ontario Mining Supply Showcase CIM 2021-22-23

Markey Consulting is pleased to provide the following proposal for services to the City of Temiskaming Shores, Lead applicant, for the coordination and management of the 2021, 2022 & 2023 Northern Ontario Mining Showcase (NOMS) at the annual CIM Convention. The work plan will be completed within the guidelines and budget established by the NOMS Committee.

PROPOSED SERVICES

Services include the following tasks associated to pre-event and on-site logistics management:

Venue

- Venue applications and contract negotiations
- Catering
- Venue design, set-up (lay –out; exhibitor pods, graphics, structures, AV; etc.)
- Coordination of venue staging
- Coordination of video wall content
- Development of touch screen content

Event Promotion & Registrations

- Invitation list (target invite list including companies, partners, politicians, media etc.)
- Coordination of invitations & registration forms (design for both paper + web; committee approvals / communication; printing; delivery; circulation)
- Coordination of advertising (negotiation of ad rates; placement; design)
- Editorials and articles
- Direct calls
- Manage registrations
- Develop collateral materials for distribution before and at show
- Coordination of exhibitor directory development and content editing
- Acquire exhibitor graphics; coordinate poster design and printing
- NOMS website updates

On-site Logistics

- Itinerary (ribbon cutting; meet and greet; speaker series; AV; etc.)
- Troubleshooting point person for on-site venue management to oversee details
- Exhibitor registration support
- Pop-up banners & collateral materials
- Promotion on show floor
- Cleaning; wi-fi; parking

Communications:

- Calling & planning committee meetings
- Media relations (media releases; promotion of companies for editorials; invites to events etc.)
- Reports and itineraries (companies; partners; committee; etc.)
- Information requests (partners; exhibitors etc.)
- Survey development, distribution and tabulation
- Post event reports, follow-ups and KPI tracking including

Other:

- Complete applications and project reports for Fed Nor funding on behalf of the City
- Coordinate room block
- Work with event committee to secure SME Exhibitors sufficient to cover the projected revenues in the Budget Projections
- Manage project budget to ensure compliance and work with City to prepare reports for funding agencies.

PROPOSED FEES: \$400 per registered NOMS exhibitor (contingent on funding)

Fees include all services listed above as well as project management and telephone calls with client, supplier liaison time. All applicable taxes, design, printing, venue, and/or other associated costs are extra. Additional disbursements such as event registration fees, travel and accommodations to event, travel to committee meetings are extra and must be reasonable expenses as approved by the NOMS Committee budget.

Proposed Payment Terms:

50% of year of anticipated annual fees to be invoiced and paid upon funding approval

25% of year anticipated annual fees to be invoiced and paid in January of event year

25% balance of actual fees to be invoiced and paid by April 15 of event year

For questions regarding this proposal, please contact: **Marla Tremblay, President**
Markey Consulting
t: 705-499-6267 | e: mtremblay@markeyconsulting.com

In witness whereof the parties have executed this Agreement.

Signed and Sealed in the presence
of

Markey Consulting

President Marla Tremblay

Witness (name): _____

Date

Corporation of the City of Temiskaming Shores

Mayor - Carman Kidd

Clerk – Logan Belanger

Memo

To: Public Works Committee
From: Douglas Walsh, Director - Public Works
Date: May 5, 2020
Subject: Radley Hill Road / ONR Crossing Upgrades
Attachments: Appendix 01: Grade Crossing Assessment – Hatch Report July 13, 2018

Mayor and Council:

In February, 2019 City staff met with representatives from the Ontario Northland Telecommunication Corp. (ONTC) to discuss safety concerns at various grade crossings within the municipality. At that time two specific crossings were identified as being priorities for the ONR and that preliminary work had been carried out by Hatch Consultants at “Mile 111.56 Temagami Subdivision Crossing” known locally as the Radley Hill Road Crossing.

Specifically, the report identified that improvements to both the crossing surface at Radley’s Hill to improve the grade and reduce silt/mud run off, as well as to upgrade the grade crossing warning system and install the correct advance warning lights was required. It is acknowledged that both the grade crossing and the “advance warning” lights installation upgrades and maintenance are the responsibility of the road authority.

Both of these issues and some possible remedies were studied through the report Hatch prepared in 2018, entitled “Ontario Northland Railway Grade Crossing Assessment, Mile 111.56 Temagami Subdivision (Radley Hill Road)”. This report was completed by A. Mike-Ebeye and E. Ikhureigbe, from Hatch’s Mississauga office and is appended to this Memo as Appendix 01.

In March 2020, further discussions were held with the ONTC regarding the Radley Hill Road Crossing and Transport Canada’s Rail Safety Improvement Program (TCRSIP) which provides funding for projects that improve rail safety at grade crossing such as those located within Temiskaming Shores. Funding under the program covers up to eighty (80) percent of the Road Authority’s eligible costs and up to fifty (50) percent of the Rail Authority’s eligible costs.

Representatives from both parties agree that this is an excellent project that meets the criteria for submitting a joint application to the TCRSIP. Ontario Northland has indicated that they are currently planning to upgrade the grade crossing warning system in 2021. Should the City wish to submit a joint application this year’s deadline is August 1, 2020. Should the application receive approval in the spring of 2021, work could begin at that that time and must be completed by March 31, 2022.

In order to proceed with the application, the City will need to obtain recommendations for safety improvements as well as construction estimates covering the road authority’s portion of the work. The recommendation may include, but not be limited to, the grade improvements and run-off mitigation at the crossing, as well as the advance warning lights / controller / interconnection for the warning system. ONTC would obtain construction estimates for the costs of the replacement grade crossing warning

system, and once all the estimates have been received the joint application could be completed and submitted to Transport Canada.

Given that Hatch has already conducted studies and evaluations of the crossing grade/silt situation and the existing warning light system and has also completed work on other grade crossings on behalf of Ontario Northland within the limits of Temiskaming Shores, City staff feel that it may be more efficient to discuss our options directly with Hatch rather than securing our own Engineering firm to consult with ONTC and their consultants, to provide estimates for the application submission.

Subsequently, staff held initial discussions with representatives from Hatch Consultants on April 24th, 2020 regarding estimates of costs for a potential engineering assignment which would include the design and construction of the crossing surface, including potential solutions for grade improvement / drainage / run-off control and mitigation as well as the advanced warning lights / controller. Likewise, additional discussions were held on April 30th with our contacts at the ONTC related to the status of their work on the project.

By way of this Memo, staff is seeking approval from Council to proceed with further investigations related to the costs associated with the work outlined above. Once a detailed proposal / estimate for the Engineering costs has been obtained a recommendation will be forthcoming for Councils consideration.

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

G. Douglas Walsh
Director of Public Works

Christopher W. Oslund
City Manager

Memo

To: Mayor and Council
From: Mitch Lafreniere, Manager of Physical Assets
Date: May 5, 2020
Subject: Farmer's Market 2020 Opening Date
Appendix 01: Farmer's Market Ontario (FMO) letter
Appendix 02: Proposal from Local Farmer's Market

Mayor and Council:

The City of Temiskaming Shores has an agreement with the Farmer's Market for use of Riverside Place every Saturday morning, which typically runs from the beginning of June until the middle of October. With the current pandemic, the City has closed all of its buildings to the public until further notice. The Province, however has deemed Farmer's Markets as an essential service (Appendix 01).

Council for The City of Temiskaming Shores, can consider and choose one of the following options:

Option 1: Allow Farmer's Market to open on time as usual using the guidelines provided by the Province and with Health Unit approval of their plan (Appendix 02)

Option 2: Allow Farmer's Market to open on time but only utilizing their kiosks and outdoor space only (no access to the inside of Riverside Place) and using the guidelines provided by the Province and with Health Unit approval of their plan (Appendix 02)

Option 3: Allow no access to the Farmer's Market until further notice

Prepared by:	Reviewed and approved by:	Reviewed and submitted for Council's consideration by:
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"Original signed by"

"Original signed by"

"Original signed by"

Mitch Lafreniere
Manager of Physical Assets

G. Douglas Walsh
Director of Public Works

Christopher W. Oslund
City Manager

Public Safety Protocols for Ontario's Farmers' Markets

Updated April 7, 2020

Farmers' Markets Ontario (FMO) asked for and has received confirmation from the Province that farmers' markets, as businesses that primarily sell food, are considered essential workplaces under the current Order which expires May 6, 2020. As such, two models of farmers' market may operate, with the appropriate approvals, during this time.

The protocols that follow for each model have been developed in consultation with public health officials and must be reviewed and adapted in consultation with the [local public health unit](#) to meet each market's specific operational requirements.

This is not business as usual for markets as only food can be offered for sale and social interaction must be limited to maintain social distancing.

OPTION 1: Protocols for multi-vendor, multi-stand market (for food sales only)

Market managers/organizers must ensure:

1. **Their landlord/property owner approves.**
2. **They contact their [local public health unit \(PHU\)](#) and present a plan** (including a diagram showing a proposed market layout and a complete list of vendors and their products) and review this protocol adapting the plan, as required by the PHU, based on their operation/location.
3. **Only food be offered for sale to comply with Ontario's Essential Workplace Order.**
4. **Stands are spaced out and customer circulation is monitored or controlled** (perhaps one-way movement) to maintain social distancing and shoppers time at the market.
5. **The [FMO COVID-19 Fact/Info Sheet](#) is posted and seen by all vendors and shoppers.**
6. **The names of all vendors selling are recorded** for each market day and the records are maintained.
7. **Washroom(s) and/or hand sanitizer station(s) is/are available** for all shoppers/vendors to wash their hands as required.
8. **Washroom(s)/hand washing station(s) are properly stocked and frequently** cleaned and disinfected.
9. **There is no sampling of food.**
10. **There is no use of reusable or customer supplied containers.**

11. There are no communal tables or seating.

Food Vendors should respect the following measures to protect themselves and shoppers:

- 1. Wash hands regularly and thoroughly (minimum 20 seconds)** with soap and water or use an alcohol-based hand sanitizer.
- 2. Clean and sanitize frequently-touched market stand surfaces regularly** (with [household cleaners](#) or diluted bleach solution of 1-part bleach to 9 parts water).
- 3. Maintain social distancing**– keep 2 metres (6 feet) away from others.
- 4. Avoid touching eyes, nose and mouth.**
- 5. Cover mouth and nose with bent elbow or tissue if coughing or sneezing.**
- 6. Not attend the Market if not well.**
- 7. Prepackage and box products at a fixed price to reduce contact.**

OPTION 2: Protocols for E-Commerce/E-Market protocols

If individual markets plan to operate an **e-commerce model with a drive/walk-through pickup of pre-ordered and prepaid food**, market managers/organizers must ensure:

- 1. Their landlord/property owner approves.**
- 2. They contact their [local public health unit](#) to confirm the operating procedures for their specific operation to maintain social distancing and proper handwashing and sanitizing protocols, including:**
 - A written plan showing traffic circulation.
 - A delivery plan based on the number of orders and drive-up customers – if there are a lot, consider staggering times for pickup based on last names (A-E 9-9:30am, F-J 9:30 -10am etc.) and
 - those who drive must stay in their vehicle with orders placed in their vehicles by vendors/volunteers.
 - those who walk must be kept 2 metres (6') apart with orders placed on a table for them to pick-up to maintain social distancing.
 - vendors/volunteers must maintain social distancing.
 - Hand washing/alcohol-based hand sanitizing facilities are available for vendors/volunteers.
 - Vendors/volunteers are screened for COVID-19, confirming they:
 - Have no symptoms (fever, cough, runny nose, sore throat or shortness of breath).
 - Have not travelled outside of Canada in the past 14 days.
 - Have not been in contact with a confirmed or probable case of COVID-19.
 - Surfaces where orders are placed or organized are cleaned and disinfected regularly (with [household cleaners](#) or diluted bleach solution of 1-part bleach to 9 parts water).

- Food products are packaged and orders must be prepackaged in new, single use boxes or bags and labelled with customer names or order numbers.
- Refrigerated and frozen products must be maintained at proper temperatures.

We encourage all members to share your thoughts on the [FMO Market Manager Facebook Group page.](#)

From: Ross Brubacher [<mailto:rossbevbrubacher@gmail.com>]
Sent: April 27, 2020 10:04 AM
To: Maria McLean <mcleanm@timiskaminghu.com>
Subject: Re: essential business list

Good afternoon Maria

here is our proposal for the market

- all vendors will have a pexiglass shield on their table or kiosk.(Ross will be making them)
- There will be 2 options for selling product

Option 1

- For outside stands we will have 1 customer at a time in the tent area. we would like to have a hand sanitizer station at every booth and also a plastic bag station at every booth. Customers will be required to sanitize hands get their bag and fill their own bag. vendor will be behind pexiglass shield to accept money. vendor will sanitize hands between every customer

Option 2

- for inside stands vendors will have the option to have all product on tables behind pexiglass shield. Vendor could then bag all product on table. vendor will sanitize between every customer
- vendors will also be given more space so they can set up their booths in a safe way.
- All vendors will use new bags.
- Inside the building we will set up vendors only around outside walls which will allow us to monitor traffic flow to one way around the building. Coming in double doors, going around north side to south side then exiting out big overhead door.
- no breakfast will be served during this time.
- We are wondering if we should close washrooms to the public as well?

- we will keep our venders updated to the ontario farmers market guidelines during the pandemic
- we will also post the proper signage from Ontario farmers market for our customers
- We have approximately 2000 sq feet of open area after our vender tables are set up so we were thinking between 30 to 40 customers in the building at one time. We will have someone monitoring this.

This is what we came up with as a market board. If you have any suggestions please let me know...

Thanks so much for your help!!

Ross and Bev

Memo

To: Mayor and Council
From: Mitch Lafreniere, Manager of Physical Assets
Date: May 5, 2020
Subject: Municipal Boat Launches

Mayor and Council:

The City of Temiskaming Shores has five (5) municipal boat launches with access to Lake Temiskaming. With the current pandemic, the City has closed all of its buildings to the public as well as many public spaces until further notice. At this time, the Ministry of Natural Resources and Forestry has not placed any restrictions on the upcoming fishing or hunting seasons.

City staff has evaluated the risk with allowing the public to use our boat launches, and we feel that the risk is relatively low. With proper messaging to the Public, regarding adhering to the Provincial Guidelines, in relation to social distancing, any concerns should be minimal. At this time, Council could consider one of the two following options:

Option 1: Direct staff to have all municipal boat launches open once the water level has risen to an acceptable level for proper access between the boat launches and the lake; or

Option 2: Direct staff to close all municipal boat launches until further notice.

Prepared by:

Reviewed and approved by:

Reviewed and submitted for
Council's consideration by:

“Original Signed By”

“Original Signed By”

“Original Signed By”

Mitch Lafreniere
Manager of Physical Assets

G. Douglas Walsh
Director of Public Works

Christopher W. Oslund
City Manager

Subject: Bi-annual Bridge Inspections /
Roof Inspections

Report No.: PW-011-2020
Agenda Date: May 5, 2020

Attachments

- Appendix 01:** RFP Submission Results
- Appendix 02:** RFP Submission Evaluations
- Appendix 03:** Draft Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-011-2020; and
2. That Council, in accordance with By-law No. 2017-015, Purchasing Policies and Procedures, Section 3.5 Approval Authority directs staff to prepare the necessary by-law and agreement with D. M. Wills Associates Limited to conduct the bi-annual bridge inspection as well as selected roof inspections as detailed in Request for Proposal PW-RFP-002-2020 for a total upset limit of \$10,888.00 plus applicable taxes for consideration at the May 5, 2020 Regular Council meeting.

Background

The Province of Ontario has implemented regulations for the bi-annual inspection of bridges and large diameter culverts for all municipalities. Inspections are to be conducted in accordance with the Ontario Structure Inspection Manual (OSIM). The regulations require the preparation of a detailed report subsequent to inspection in accordance with OSIM issued by the Ontario Ministry of Transportation (MTO) for all bridges and large diameter culverts. The report shall include, but not limited to the results of the condition survey, recommendations for rehabilitation and cost estimates for implementation.

In order to comply with these regulations established by MTO the City issued a Request for Proposals (PW-RFP-002-2020) with a deadline for electronic submissions of 2:00 p.m. local time on Tuesday, April 21st, 2020. The RFP was distributed to previous and known qualified service providers via e-mail.

In conjunction with the work required in the OSIM, inspections of the roof structures at the New Liskeard Pool Fitness Centre as well as the New Liskeard and Haileybury Arena's was also included in this Request for Proposal.

Analysis

Three (3) submissions were received in response to PW-RFP-002-2020. The proposals were reviewed and evaluated in accordance to the evaluation criteria set out in PW-RFP-

002-2020. **Appendix 1 – Evaluation of Submissions** presents the details of the evaluation of the proposal and is summarized as follows:

Firm	Evaluation Score					Total Score	Fees Excl. taxes
	Expertise	Staff	Schedule	Knowledge	Fees		
K Smart	208	72	110	40	360	790	\$11,485.00
Exp	208	81	120	40	270	719	\$22,010.00
DM Wills	208	81	120	40	450	899	\$10,888.00

Fees exclude Applicable HST.

All proposals received address the needs of the City and are deemed to be fair value for the services to be delivered. Based on the evaluation process, it is recommended that an agreement be entered into with D. M. Wills Associates Limited for professional engineering services to prepare the Biannual Bridge report in accordance to Ontario Structural Inspection Manual issued by MTO on all bridges and large diameter culverts within Temiskaming Shores as well as the required reports on the roof inspections.

Relevant Policy / Legislation / City By-Law

- Ontario Structure Inspection Manual (OSIM)
- 2020 Public Works Operations Budget
- By-Law No. 2017-015, Procurement Policy

Asset Management Plan Reference

Section 4.6 - Bridges

Consultation / Communication

- Distribution of Request for Tender – PW-RFP-002-2020
- Public Works Committee Meeting – April 30, 2020
- Admin Report PW-011-2020 submitted to Council on May 5th, 2020

Financial / Staffing Implications

This item has been approved in the current budget: Yes No N/A

This item is within the approved budget amount: Yes No N/A

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

“Original signed by”

“Original signed by”

G. Douglas Walsh, CET
Director of Public Works

Christopher W. Oslund
City Manager

Document Title: **PW-RFP-002-2020 Bridge & Large Culvert Inspections**
 Closing Date: **Tuesday April 21, 2020** Closing Time: **2:00 p.m.**
 Department: **Public Works** Opening Time: **2:15 p.m.**

Attendees via teleconference: **705-672-2733 Ext. 774**

City of Temiskaming Shores:

David Treen, Clerk	Doug Walsh, Director PW	
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Others:

	Trevor Hoard (K. Smart)	
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Submission Pricing

Bidder:	D.M. Wills Associates wills@dmwills.com	Price (excl. HST):	\$ 10,888.00
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Bidder:	K. Smart Associates AGarnham@ksmart.ca	Price (excl. HST):	\$ 11,485.00
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Bidder:	EXP Services Nolan.dombroski@exp.com	Price (excl. HST):	\$ 22,010.00
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Note: Since this is a Request for Proposal all submissions are required to be evaluated based on a set of pre-determined evaluation criteria. All offered prices are offers only and subject to scrutiny. All proponents whether successful or not will be notified of results, in writing at a later date.

Request for Proposal - Evaluation
 PW-RFP-002-2020
 Biannual Bridge Inspection/Roof Inspection
DM WILLS SUBMISSION EVALUATION

Appendix 02
PW-011-2020
May 5, 2020

CATEGORY		Criteria
	DM WILLS	Weight
<i>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (26%)</i>		
Past ability to successfully complete projects within timelines & budget;	8.0	4
Stability and reputation of firm;	8.0	6
Qualifications of technical support staff;	8.0	8
Qualifications of senior staff/project manager.	8.0	8
<i>PROPOSED PROJECT MANAGER AND TEAM (9%)</i>		
Past experience directing or involvement with similar projects;	9.0	5
Understanding of proposed project.	9.0	4
<i>COMPLETENESS AND SCHEDULE (15%)</i>		
Availability of key staff;	8.0	5
Methodology and Schedule;	8.0	4
Quality assurance program.	8.0	6
<i>KNOWLEDGE OF CITY REGARDING THE PROJECT (5%)</i>		
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area surveying environment.	8.0	5
<i>ESTIMATED FEES AND DISPERSEMENTS (45%)</i>		
Cost estimates	10.0	45
Weighted Summary (Totals):		
	899.00	1000

The Corporation of the City of Temiskaming Shores

By-law No. 2020-000

Being a by-law to authorize an Agreement with D.M. Wills Associates Limited for the performance of Bi-annual Bridge Inspection Services and roof inspections at the New Liskeard Pool Fitness Centre as well as the Don Shepherdson Memorial and Haileybury Arenas

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-011-2020 at the May 5, 2020 Regular Council meeting and directed staff to prepare the necessary by-law and agreement for the bi-annual bridge inspection and various roof inspections contract with D.M. Wills Associates Limited at an upset limit of \$10,888.00 for consideration at the May 5, 2020 Regular Council meeting;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That the Mayor and Clerk be authorized to enter into an Agreement with D.M. Wills Associates Limited for bi-annual bridge inspection and roof inspections for a total upset limit of \$10,888.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-law and schedule as may be deemed necessary after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law.

Read a first, second and third time and finally passed this 5th day of May, 2020.

Mayor - Carman Kidd

Clerk - Logan Belanger



Schedule "A" to

By-law 2020-000

Agreement between

The Corporation of the City of Temiskaming Shores

and

D.M. Wills Associates Limited

for the Bi-annual Bridge Inspections and various
Roof Inspections

This agreement made in duplicate this 5th day of May, 2020.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

D. M. Wills Associates Limited
(hereinafter called "the Consultant")

Witnesseth:

That the Owner and the Consultant shall undertake and agree as follows:

Article I:

The Consultant will:

- a) Provide all material and perform all work described in the following guiding documents:
 - i. Request for Proposal PW-RFP-002-2020; and
 - ii. D. M. Wills Associates Limited submission in response to PW-RFP-002-2020.
- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
- c) Complete, as certified by the Engineer, all the work by **October 31st, 2020.**

Article II:

The Owner will:

- a) Pay the Consultant in lawful money of Canada for the material and services aforesaid **Ten Thousand, Eight Hundred and Eighty-Eight Dollars and Zero Cents (\$10,888.00) plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents,

as fully to all intents and purposes as though recited in full herein.

Article IV:

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Consultant:

D. M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 0B9

Attn.: David Bonsall, P.Eng.

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

Attn.: Douglas Walsh, CET

Remainder of this page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Consultant's Seal)

D. M. Wills Associates Limited

Project Manager – David Bonsall, P.Eng.

Witness - Signature

Print Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Municipal Seal)

Mayor - Carman Kidd

Clerk – Logan Belanger



Appendix 01 to
Schedule "A" to

By-law No. 2020-000

Form of Agreement



PARTNERS IN
ENGINEERING

April 21, 2020

The City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Attention: Mr. David B. Treen, Clerk

**Re: PW-RFP-002-2020
Engineering Services - Bridge, Culvert, and Roof Inspections
D.M. Wills Project No. 20-9250**

D.M. Wills Associates Limited (Wills) is pleased to submit this proposal for Bridge, Culvert and Roof Inspections for the City of Temiskaming Shores, in accordance with Request for Proposal PW-RFP-002-2020.

We are confident that our proposal demonstrates our knowledge and understanding of the assignment and confirms our commitment to meeting the specific project goals and objectives. You will find the Wills Team to be knowledgeable in all areas of the project, with an overall approach that will develop the best solution for the City's needs. **We wish to confirm that information provided in our proposal is accurate.**

This proposal is being submitted by: D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, ON K9J 0B9
Tel. (705) 742-2297
Fax (705) 741-3568
E-mail - dbonsall@dmwills.com

We would welcome any opportunity to elaborate on our team's capabilities and interest in this project.

Sincerely,

A handwritten signature in black ink, appearing to read 'DBonsall'.

David Bonsall, P. Eng.
Manager, Structural Engineering

D.M. Wills Associates Limited
150 Jameson Drive, Peterborough, Ontario, Canada K9J 0B9
P. 705.742.2297 F. 705.741.3568 E. wills@dmwills.com





The City of Temiskaming Shores

Request for Proposal PW-RFP-002-2020

Bridge, Culvert, and Roof Inspection



D.M. Wills Associates Limited
PARTNERS IN ENGINEERING

Peterborough

April 2020

Table of Contents

1.0	INTRODUCTION AND UNDERSTANDING OF RFP OBJECTIVES	1
2.0	EXPERIENCE OF FIRM	2
2.1	SIMILAR WORK EXPERIENCE	2
3.0	QUALIFICATIONS AND EXPERIENCE OF TEAM MEMBERS	4
3.1	PROJECT MANAGEMENT	4
3.2	PROJECT TEAM MEMBERS AND QUALIFICATIONS.....	5
4.0	APPROACH AND METHODOLOGY	6
4.1	WORK PLAN	6
4.2	SERVICES	6
4.3	DELIVERABLES.....	8
5.0	PROPOSED WORK PLAN AND SCHEDULE	8
6.0	ADDITIONAL INFORMATION	8
6.1	CONFLICT OF INTEREST	8
6.2	WORKPLACE SAFETY INSURANCE BOARD (WSIB)	8
6.3	INSURANCE	9
6.4	OCCUPATIONAL HEALTH AND SAFETY	9

Appendices

- Appendix A – Team Member Resumes
- Appendix B – RFP Submission Forms

1.0 Introduction and Understanding of RFP Objectives

D.M. Wills Associates Limited (Wills) has reviewed the Request for Proposal (RFP) document in detail and has a complete understanding of the project. Throughout this proposal Wills demonstrates our methodology and a systemic approach to complete this project to the full satisfaction of the City of Temiskaming Shores (City).

The City is requesting the completion of detailed visual structure inspections for seven (7) bridges and six (6) structural culverts in 2020, in accordance with the Public Transportation and Improvement Act. Specifically, Ontario Regulation 104/97 'Standards for Bridges' made under the Act requires that:

"The structural integrity, safety and condition of every bridge shall be determined through the performance of at least one inspection in every second calendar year under the direction of a professional engineer and in accordance with the Ontario Structure Inspection Manual."

In addition, the City has requested that three (3) building roofs be inspected (two arenas and the Pool Fitness Centre).

The purpose of all inspections is to assess the condition of each structure and ensure, within an economic framework, an acceptable standard of structural condition and safety is maintained. All bridge and culvert inspections will be completed in accordance with the Ontario Structure Inspection Manual (OSIM) dated October 2008. A modified standard will be utilized for the inspections of the three roofs.

Wills acknowledges that the safety for our staff and the public is paramount during completion of the fieldwork. We have an active Health & Safety Committee with corporate policies to address work place hazards, including working around water and highway traffic. Wills is actively working on several bridge and highway projects for the Ministry of Transportation (MTO) and has all safety equipment and traffic control devices available for this assignment. Special attention and training will be implemented for the roof inspections.

Some Key Considerations for successful completion of this assignment:

- ✧ D.M. Wills is registered on the MTO RAQS system for Bridge Engineering – Biennial Inspections and has three available MTO trained OSIM Lead Inspectors.
- ✧ Project Management and regular communications to ensure delivery of the reporting to the City's satisfaction and in advance of the scheduled delivery dates. Immediate notification to the City by our Lead Inspector(s) of any noted unsafe bridge, culvert, or roof conditions.

Wills shall provide the OSIM Bridge and Culvert Inspection Reports and Building Inspection Reports to the City's satisfaction, in both printed and digital formats, and ensure that the contents exceed the City's expectations and requirements as listed in the RFP documentation.

2.0 Experience of Firm

D.M. Wills Associates Limited is a privately-owned Canadian multi-discipline engineering consulting firm established in Peterborough in 1988. Wills currently employs approximately eighty (80) staff, which is made up of engineers, technologists and support staff. Based in Peterborough and with an office in Bancroft, Wills provides consulting civil engineering services throughout Ontario. The Wills team provides reliable, responsible and accountable business practices that ensure customer satisfaction. This project will be managed out of our head office in Peterborough.

Professional engineering services provided by Wills include municipal, transportation, structural, water resources and contract administration. Local knowledge, sound technical resources, and the dedication to quality service enable us to offer reliable and cost effective consulting expertise. We pride ourselves on communicating effectively with clients and offering a high level of professional service.

At Wills, our goal is to be the very best partner possible. After all, the stronger the partnership with our clients, our team and our community, the better the solution.

The firm has demonstrated its ability in the past to communicate well with clients, while at the same time offering a high level of professional service. We have had success in providing consulting services to municipalities because of our interest in the municipalities' needs and concerns and our efforts to know and communicate with Council and staff. Enquiries from clients are acted upon promptly and Wills staff are available on short notice to discuss, review and act upon any queries which may be put forward.

D.M. Wills Associates are listed in the Ministry of Transportation's Registry, Appraisal, and Qualifications System (RAQS) in several Bridge Engineering disciplines, including Bi-ennial Inspections & Bridge Condition Surveys. We have three Professional Engineers (P.Eng.) that have completed the MTO OSIM Training; two will act in the role of Lead Inspectors and one will act independently as the QC Reviewer.

2.1 Similar Work Experience

In the last six (6) years, the Bridge Engineering Team at D.M. Wills lead by Mr. David Bonsall has completed many municipal bridge and culvert inspection projects. These projects included more than 1000 structure inspections in accordance with OSIM procedures and reporting.

The recent and similar projects are listed below for reference:

City of Temiskaming Shores (2015 - 2016)

Completed detailed visual inspection of fifteen (15) bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements. A 5-year Structure Rehabilitation Program was also completed for the City's structures.

District Municipality of Muskoka (2016 - 2019)

Completed detailed visual inspection of ninety-seven (97) bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements. A 5-year Structure Rehabilitation Program was also completed for the District's structures, and a 25-year Asset Management Program was developed.

Township of Central Frontenac (2015 - 2019)

Completed detailed visual inspection of thirty-four (34) bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements. A 5-year Structure Rehabilitation Program was also completed for the Township's structures.

Township of Evantural (2017 - 2019)

Completed detailed visual inspection of eight (8) bridges and culverts in 2019. Project included preparation of 10 Year Capital Budget and Maintenance Plan.

Township of South Frontenac (2015 - 2019)

Completed detailed visual inspection of 52 bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements.

Township of North Frontenac (2015 - 2019)

Completed detailed visual inspection of twenty-seven (27) bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements. A 5-year Structure Rehabilitation Program was also completed for the Township's structures.

Town of Perth (2017 - 2019)

Completed detailed visual inspection of twelve (12) bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations, structure replacements and PSAB replacement valuations.

City of Kawartha Lakes (2014)

Completed detailed visual inspection of 232 bridges and culverts over a 2-year period in 2009 and 2010; all structures re-inspected in 2011 to move to a true bi-annual inspection program and inspected again in 2014.

3.0 Qualifications and Experience of Team Members

3.1 Project Management

Strong Project Management is the key to success for this project for both parties. In order to complete all inspections and data entry on or before the dates specified in the RFP, it will be necessary to maintain careful control of the project schedule.

To ensure success, Wills has identified **Mr. David Bonsall, P.Eng., Manager, Structural Engineering**, as the Project Manager for this project. Mr. Bonsall, with over 25 years of engineering experience in design and construction, will provide quality control for this project.

Mr. Bonsall has worked in the public sector, responsible for the bridge management programs for both the Regional City of Waterloo and the City of Peterborough. He fully understands the needs of the municipal client and will ensure delivery of a project that matches those needs. As a consultant, Mr. Bonsall has been involved with the inspection, design and construction of municipal, provincial and private structures including bridges, retaining structures, lifting devices and buildings. **Mr. Bonsall has completed the 2014 MTO OSIM Training and completed many bridge inspections and condition surveys for the Ministry and municipal owners.**

As the Manager of Engineering and Construction for the City of Peterborough (2002 – 2008), Mr. Bonsall was responsible for preparing capital budgets for roads, sewers and bridges and developing asset management systems. Under Mr. Bonsall's leadership, the City of Peterborough's Bridge Management System and 10-Year Capital Bridge Program are very well developed and include the introduction of a Bridge Reserve Fund to "smooth" the budget requests year over year as bridge replacements / major rehabilitation are intermixed with minor repairs.

Mr. Bonsall was the PSAB lead for all civil infrastructure data capture and valuation with respect to linear assets (roads, sewers, sidewalks, etc.) and the bridge inventory. Mr. Bonsall prepared OSIM inspection programs for the City of Peterborough and for the Region of Waterloo (former employer). Mr. Bonsall is a former member of the OGRA Curriculum Committee and instructor of the OSIM Bridge Inspection course held annually by the OGRA/MEA. **Mr. Bonsall fully understands the needs of the City of Temiskaming Shores with respect to the OSIM Bridge Inspection program.**

Mr. Bonsall will review all draft and final deliverables to ensure implementation of the highest level of engineering judgment is provided and tailored to the specific and appropriate requirements of the project.

Mr. Bonsall will direct Wills' staff in the completion of the detailed visual bridge inspections, ensure all data conforms to OSIM and City requirements, provide engineering judgment in recommendations for structure repairs / replacement and prioritization, and will personally inspect any structures with identified significant defects. Mr. Bonsall will liaise with City staff and attend all progress meetings, as required.

3.2 Project Team Members and Qualifications

In addition to the OSIM projects noted in this proposal, Wills' Project Team members have considerable bridge inspection, rehabilitation and design experience. We are pleased to present our team members who will be assigned to this project below.

Further details on the experience of the senior project team members are included in the Curriculum Vitae contained in **Appendix A**.

Ghassan Zanzoul, P.Eng.

Lead Inspector / Senior Structural Engineer

Mr. Zanzoul has over twenty-five (25) years of structural engineering experience in structural design and project management. Mr. Zanzoul holds a Master's degree in civil / structural engineering and was previously employed by the Ministry of Transportation (MTO) as a Project Manager / Structural Engineer. He has been involved with the inspection, evaluation and design of provincial bridges and was the Lead Engineer for two (2) large district (Huntsville and Sudbury) OSIM inspection programs for MTO owned structures.

Mr. Zanzoul was Lead Inspector for the completion of the large OSIM Bridge and Culvert inspection programs completed for the District of Muskoka and Townships of Frontenac.

He has also attended the MTO Bridge Inspection Workshops. Mr. Zanzoul's extensive experience related to OSIM inspections will be a great asset to this project.

Troy Steele, P.Eng.

Quality Control / Structural Engineer

Mr. Steele, with 10 years of engineering experience in design and construction, will provide quality control for this project. Mr. Steele has been involved with all bridge inspection programs performed by Wills in the last 10 years, either as an inspector or as quality control for data entry and completeness. **He has also attended the MTO Bridge Inspection Workshops.**

Tim Rosborough, EIT, Alex Payette, EIT; and Amanda Odsen will provide field support and data processing for this project and will report to Mr. Zanzoul and Mr. Bonsall. These staff have been involved with past OSIM Inspections completed by D.M. Wills and are an important part of our inspection teams.

It is our company policy that no one Works Alone and therefore our OSIM Inspection Teams always consist of the Lead (P.Eng.) Inspector and an assistant.

Additional Resources

As a Director of D.M. Wills Associates Limited, Mr. David Bonsall has the authority to assign additional resources to this project if required to maintain the schedule. We are committed to maintaining the project schedule without compromising the quality of the field inspection or final reporting.

In accordance with the RFP Terms of Reference, we acknowledge that no Sub-Consultants or Sub-Contractors will be involved with this assignment. All work will be performed by D.M. Wills Associates and their employees.

4.0 Approach and Methodology

4.1 Work Plan

Upon award of the contract, Wills will execute an Engineering Agreement (Formal Contract) and arrange a start-up meeting with the City to review the scope of work and project schedule.

Our work plan and project methodology is summarized in the following sections covering Services and Deliverables.

4.2 Services

Wills shall provide the following services:

- 1) Prior to the commencement of the field inspections, Wills shall acquaint ourselves with the location of the structure sites and other relevant site conditions which may impact on the planning and carrying out of the inspection work in the field.
- 2) Prior to the commencement of the field inspections, Wills shall review and update all structure data so that inspection forms can be printed for use in the field.
- 3) As part of the field inspection, Wills' inspectors will verify all existing elements and inventory information with observations in the field. We will note any discrepancies and make appropriate revisions on the forms.
- 4) Wills shall carry out the detailed visual inspection of all of the structures by noting and recording defects and deterioration and the condition states of the structure elements in accordance with the OSIM and building inspection procedures and in the format set out in the OSIM manual. We will make sufficient and relevant comments as necessary to describe the condition of the structure and its elements. We will also ensure that the dimensions given for each element are correct and obtain any measurements which may be missing, or incorrect.
- 5) Wills shall identify and record any suspected performance deficiencies in the structural elements.
- 6) Wills shall identify and record any maintenance required to be carried out at the site, and on the structure and its elements.

- 7) Wills shall also note and record recommendations regarding the repair rehabilitation work required for each element on the structures inspected and will recommend and record the time frame within which the work should be carried out.
- 8) Wills shall take a sufficient number of photographs in accordance with the RFP document, the OSIM Manual to clearly identify the structure and the condition of all elements of the structure.
- 9) Wills shall safely carry out the fieldwork in accordance with the Occupational Health and Safety Act.
- 10) Wills shall be responsible for the development and implementation of a plan for worker safety, safety to the traveling public and the procurement of work permits. We will provide traffic control and protection (as described in the Ontario Traffic Control – Book 7 – Temporary Conditions), as required, and associated cost for site work.
- 11) Wills shall be responsible for providing all necessary equipment, materials and labour to do the work as specified in Part 2, Section 1.4 of the OSIM manual.
- 12) Wills shall immediately inform the City's Project Manager of any critical defects or deficiencies (e.g. fatigue cracks in steel girders) and unsafe conditions, which are discovered in the field.
- 13) Wills shall identify any additional investigations, which may be required.
- 14) Wills shall print draft and final OSIM Inspection Reports. The reports will be provided in final copy (one camera ready hard copy along with one digital format copy free of viruses). The plans will be in digital form (AutoCAD 2010), along with one hard copy set (11x17).
- 15) Wills shall produce a cost estimate that identifies recommended bridge and culvert rehabilitation, replacement and maintenance related works as well as roof works that the City can directly insert/program into their overall annual budget for easy implementation. The prioritization methodology and rationale will be discussed with the City during the program's development. Evaluation criteria may include public safety, condition, incremental benefit cost, residual salvage value, etc.

Wills shall also identify maintenance works that City forces can easily implement on an annual (or regularly scheduled) basis.
- 16) Wills shall attend meetings as required to discuss the work and present the final report recommendations.

4.3 Deliverables

Wills shall provide the following Deliverables to the City's satisfaction:

- All bridge and culvert inspections will be done under OSIM standards. Each report will have specific details on the condition of the superstructure.
- All building inspections will be done under normal standards. Each report will have specific details on the condition of the superstructure.
- A Structure Inspection Summary Report, including site specific details on the condition of the bridge, culvert, and roof superstructures, cost estimates of the possible maintenance and rehabilitation the structures may need as well as the timeframe at which they would need to be done, and all other details the OSIM requires.
- Reports will be submitted in printed camera ready hard copy and electronic (MS Office / PDF) formats. All photos will be appropriately labeled and referenced in the reports. In general, the reports will contain a summary of the structure condition and will identify maintenance, repair and rehabilitation needs with recommended completion dates and estimated construction costs.

5.0 Proposed Work Plan and Schedule

The following details our proposed project schedule for this assignment. Should the project be awarded at a later date, our schedule will be adjusted accordingly.

Task Description	Completion Date
<u>2020 OSIM and Building Inspection Program (16 Structures)</u>	
Completion of all detailed visual structural inspections	July 31, 2020
Compilation and entry of field OSIM inspection data	Aug. 31, 2020
Final Report Ready for City Review	Sept. 30, 2020
<i>Submit Final Reports (latest date)</i>	Oct. 30, 2020

Wills is committed to delivering the OSIM Bridge / Culvert Inspection Reports and Building Inspection Reports in accordance with the above schedule.

6.0 Additional Information

6.1 Conflict of Interest

D.M. Wills Associates Limited has no perceived or real conflict of interest in submitting this proposal to perform the outlined work.

6.2 Workplace Safety Insurance Board (WSIB)

Wills is registered with the Workplace Safety Insurance Board (WSIB). A WSIB Clearance Certificate will be provided upon award.

6.3 Insurance

Wills carries \$5,000,000 Professional Liability Insurance together with \$5,000,000 of General Liability Insurance. Wills agrees to indemnify and save harmless The Corporation of the City of Temiskaming Shores for any claim demand arising out of the performance by the consultant. A Certificate of Insurance, with the City of Temiskaming Shores named as additional insured will be provided upon award.

6.4 Occupational Health and Safety

Wills shall adhere to all safety rules, regulations and labour codes in effect in all jurisdictions where the work is performed. Internal Health and Safety policies are in place to protect all workers and are constantly being reviewed and updated by our internal Health and Safety Committee.

A copy of our Corporate Health and Safety Policy can be provided if we are successful in attaining this assignment.

Appendix A

Team Member Resumes

Education

1992 B.A.Sc. (Civil Engineering), University of Waterloo, Ontario

Associations

1994 Professional Engineers Ontario (P.Eng.) since 1994
 2009-Present Ontario Provincial Standards (OPS) – Structures Committee
 2000-2003 Ontario Provincial Standards (OPS) – Structures Committee
 2001-2003 OGRA/MEA Trainer – OSIM Bridge Inspection Course
 2007-2008 Transportation Association of Canada (TAC) – Member, Small Municipalities Task Force
 2006-2008 Municipal Engineers Association (MEA) – Director

Training

2010 MTO - Bridge Inspection Workshop

Professional Experience

2008 to date **D.M. Wills Associates Limited** **Peterborough, ON**

Manager, Structural Engineering / Project Manager
 Responsible for project management, detailed design and final engineering review on municipal and structural engineering projects, including liaison with clients, internal staff, external agencies and the public for private and public sector clients. Leading structural design team for provincial, municipal and private structures; including bridges, dams, commercial and residential buildings, major and minor provincial highway projects. Responsibilities also include overseeing and actively participating in all aspects of design and computer aided drafting of projects, studies, performing field inspections, preparation of deficiency reports, preparation of various technical reports, contract documents, construction cost estimates and payment certificates.

2002 to 2008 **City of Peterborough** **Peterborough, ON**

Manager, Engineering and Construction
 Responsible for the identification, prioritization and budgeting of municipal capital infrastructure projects; including roads, sidewalks, bridges, storm and sanitary sewer systems, storm water management and flood reduction facilities, and street lights. Manage a team of engineers and technologists in the successful completion of in-house design, tendering and construction of City projects as well as managing external consultant studies and assignments. Responsible for the preparation and monitoring of the Division's annual operating (\$1M) and capital (\$15M) budgets. Lead all engineering input and reviews of planning applications, development charge studies, class environmental assessments, utility location approvals, PSAB compliance and asset management systems.

2000 to 2002 **Regional Municipality of Waterloo** **Kitchener, ON**

Senior Project Manager
Project management of in-house and consultant design, tendering and construction of Regional infrastructure projects; including roads, bridges and airport construction projects. Responsible for the preparation of capital budget estimates, direction of design, inspection and survey staff, hiring of consultants and co-ordination of internal Regional resources for the successful completion of projects. Managed the Region's bridge inventory (400+ structures) in accordance with OSIM requirements, operation and maintenance, and capital construction budgets.

1992 to 2000 **MTE Consultants Inc.** **Kitchener, ON**

Senior Engineer/Assistant Director of Engineering
Responsible for project management, detailed design and final engineering review on municipal and structural engineering projects, including liaison with clients, internal staff, external agencies and the public for private and public sector clients. Project management includes the daily scheduling of an in-house staff of junior engineers, technologists, CAD operators and field crews as well as external sub-consultants.

Rehabilitation – General

WP 2186-15-00, 2242-14-00 Highway 35/115 and 401 – **Central Region**
Various Locations - 2018 **Ministry of Transportation**

Condition survey, detailed design, and contract preparation for the replacement / rehabilitation of nine (9) structural culverts in various locations on Highway 35 / 115 and 401. Replacements include large diameter (1.8 m to 3.0 m) pipes installed via trenchless technologies to minimize traffic impacts on these major Highways. Work at rehabilitation sites includes structural tunnel liner plate pipe lining, concrete patching, partial concrete culvert reconstruction / extension, waterproofing, wall drain retrofitting, and rapid replacement of select culvert sections using precast concrete.

GWP 114-88-00 Highway 6 - Bass Creek Culvert **Northeastern Region**
(Site 49-013/C) - 2018 **Ministry of Transportation**

Detailed design and contract preparation for the rehabilitation of a 9.1 m span, cast-in-place concrete arch structure on Highway 6 over Bass Creek on Manitoulin Island. Work included reconstruction of culvert ends, concrete patch repairs to the arch and footings, crack injection, and retrofitting of wall drains.

Rehabilitation of the Craig Street Bridge - 2017 **Town of Perth**

Detailed design, tender preparation, and contract administration for the rehabilitation of a two-span (18.3 m, 18.3 m) cast-in-place concrete arch bridge over the Tay Canal. Work included patch, waterproof paving of the deck, replacement of the steel railing system, construction of new approach slabs, guide rail improvements,

and significant soffit concrete repairs. The soffit repair work was scheduled, staged, and completed in accordance with navigable waterway permitting / requirements.

Rehabilitation of the Wilmot Creek Culvert - 2017

Region of Waterloo

Detailed design, tender preparation, and contract administration for the rehabilitation of a ± 7.0 m span cast-in-place concrete open footing culvert. Work included reinforced concrete overlay, waterproof, and paving, as well as concrete patching and crack injection of the interior walls and soffit.

Rehabilitation of the Baxter Creek Culvert and Echo Lake Bridge

Detail design, tender preparation, and contract administration for the rehabilitation of a cast-in-place concrete structural culvert and cast-in-place concrete single span bridge structure. Work included misc. concrete patching and crack injection to both structures, patch, waterproof, paving and concrete barrier replacement of the Echo Lake Bridge, and safety (fencing) improvements at Baxter Creek Culvert. - 2017

Rehabilitation of the Trussler Road North Bridge - 2017

Region of Waterloo

Detailed design, tender preparation, and contract administration for the rehabilitation of a three span (21.3 m, 29.0 m, 21.3 m) structure over the Nith River, including full superstructure replacement. Work included removal and replacement of the existing concrete deck and girders with new CPCI 1400 girders and cast-in-place concrete deck. The superstructure was reconstructed as a semi-integral abutment design, and included concrete repair / modification of the abutments and piers for the new arrangement. Roadway platform widening and utility relocations were planned and facilitated to allow for adequate room for the substantial craning operation(s).

Rehabilitation of the Trussler Road South Bridge - 2017

Region of Waterloo

Detail design, tender preparation, and contract administration for the rehabilitation of a three span (24.4 m, 36.6 m, 24.4 m) structure over the Nith River. Work included concrete overlay, waterproof, and paving of the deck, reconstruction of deck cantilevers and parapet walls, construction of concrete approach slabs, expansion joint replacement, structural steel diaphragm & shoe plate / bearing replacement completed under jacking, girder cleaning and coating, abutment and pier modification and refacing, miscellaneous concrete patching, and guide rail improvements.

Hope Mill Dam Rehabilitation - 2016

**Otonabee Region
Conservation Authority**

Detailed design, contract preparation, and contract administration for the rehabilitation of the dam adjacent to the historic Hope Mill. Work included concrete patching / refacing, steel gain armouring replacement, and water control measures for the dewatering of the work areas.

Rehabilitation of the Hawkesville Road Bridges - 2016

Region of Waterloo

Detailed design, contract preparation, and contract administration support for the rehabilitation of two (2), 3-span precast concrete I-girder bridges over the Conestogo River. Work included concrete overlay, waterproof, paving, reconstruction of deck cantilevers, parapet walls, and approach slabs, semi-integral abutment conversion, girder end repairs, and shear strengthening of girders by carbon fibre wrapping.

Rehabilitation of the Nafziger Road Bridge - 2016

Region of Waterloo

Detailed design, contract preparation, and contract administration support for the rehabilitation of a 3-span, continuous, haunched solid slab / T-beam bridge over the Nith River. Work included concrete deck patch, waterproof, paving, reconstruction of deck edge / sidewalk, parapet walls, and approach slabs, deck drain replacement, miscellaneous concrete patching, and guide rail improvements.

GWP 4082-11-00 Highway 401

Eastern Region

Wyman Road Underpass (Site 11-208) - 2016

Ministry of Transportation

Detailed design and contract preparation for the rehabilitation of a four (4) span precast concrete I-girder bridge over Highway 401. Work included patch, waterproof, paving of the concrete deck, replacement of the expansion joints at the exterior piers, construction of new concrete approach slabs, replacement of existing steel panel railing with new box beam railing system on new concrete curbs, modification / coating of existing bearing plates, replacement of expansion bearings, and concrete patch repairs / glass fibre reinforced polymer wrapping of concrete girders..

**GWP 2062-13-00 Highway 12 - Nonquon River Bridge
(Site 21-298) - 2016**

**Central Region
Ministry of Transportation**

Detailed design and contract preparation for the rehabilitation of a single span, precast I-girder bridge over the Nonquon River. Work included patch, waterproof, paving of the concrete deck, joint elimination / retrofit to semi-integral abutment geometry, reconstruction of deck cantilevers and barrier walls, jacking and girder repairs / bearing replacement, reconstruction of approach slabs, concrete repairs to soffit and substructure, and drainage improvements on bridge approaches.

Hopewell Creek Bridge, Breslau - 2016

Region of Waterloo

Detailed design and contract preparation for the rehabilitation of a single span rigid frame concrete bridge over Hopewell Creek. Work included patch, waterproof, paving of the concrete deck, removal of reconstruction of the deck cantilevers / sidewalks, construction of new open steel 'balustrade style' parapet walls, replacement of existing utility duct hanger system, and miscellaneous concrete patching to deck soffit, abutments, and wingwalls.

**GWP 2280-15-00 Highway 7 - Little Rouge Creek
Bridge (Site 37-167) - 2016**

**Central Region
Ministry of Transportation**

Detailed design and contract preparation for the rehabilitation of a 3-span precast concrete I-girder bridge over Little Rouge Creek Bridge. Work included removal and replacement of existing concrete overlay, replacement of existing expansion joint assemblies, reconstruction of deck cantilevers with new concrete barrier walls, reconstruction of approach slabs, replacement of existing deck drains, bridge jacking and replacement of bearings, and concrete repairs to girders, soffit, and substructure components.

**GWP 2280-13-00 Highway 12 - Vrooman Creek
Bridges (Sites 22-41 and 22-42) - 2016**

**Central Region
Ministry of Transportation**

Detailed design and contract preparation for the rehabilitation of two (2), single span rigid frame structures over Vrooman Creek at the intersection of Highway 12 and Durham Regional Road 12. Work included patching / overlay, waterproofing, and paving of concrete deck, reconstruction of deck edges / barrier walls, reconstruction of approach slabs, and miscellaneous concrete patching of deck soffit, and substructure.

**GWP 4053-12-00 Highway 401 - Smithfield Road
Underpass (Site 21-298) - 2015**

**Eastern Region
Ministry of Transportation**

Detailed design and contract preparation for the rehabilitation of a 4-span steel girder bridge over Highway 401. Work included patch, waterproof, paving of the concrete deck, elimination of the expansion joints at the abutments (semi-integral abutment design), construction of new concrete approach slabs, replacement of existing steel panel railing with new box beam railing system on new concrete curbs, and concrete patch repairs / glass fibre reinforced polymer wrapping of concrete girders.

Union Creek Culvert, County Road 121- 2014

City of Kawartha Lakes

Detailed design, tender preparation, and inspection / contract administration services for the concrete invert paving rehabilitation of a 4.6 m structural plate pipe culvert.

John Street Bridge, Oshawa - 2014

City of Oshawa

Detailed design, contract preparation, and construction support services for the rehabilitation of a 5-span concrete voided slab bridge over Oshawa Creek. Work included patch, waterproof, paving of the concrete deck, resurfacing of concrete sidewalks, replacement of existing steel panel railing with new concrete parapet wall with aluminum railing, replacement of expansion joint seals and sidewalk cover plates, refacing of concrete wingwalls, and miscellaneous concrete patching on the deck soffit.

Sir Sandford Fleming Drive Bridge over the CPR, Peterborough **City of Peterborough**

Detailed design and contract preparation for the rehabilitation of a 3-span steel girder bridge over the Canadian Pacific Railway. Work included patch, waterproof, paving of the concrete deck, elimination of the expansion joints at the abutments (semi-integral abutment design), elimination of expansion joints over the piers (flexible link slab design with splice plates), construction of new concrete approach slabs, construction of new concrete barrier walls, coating of existing structural steel, and concrete patch repairs to piers. - **2013**

Trent Canal Bridge, Kirkfield - 2013 **City of Kawartha Lakes**

Detailed design, contract preparation and construction inspection of a single span steel girder bridge over the Trent-Severn Waterway system at Mitchell Lake, Kirkfield. Work included patch, waterproof, paving of the concrete deck, construction of new concrete curbs, installation of new box beam railing system, construction of new concrete approach slabs, and concrete patch repairs to the soffit and footings.

Ganaraska River Bridge – 2013 **Northumberland County**

Detailed design and contract preparation for the rehabilitation of a 3-span concrete box girder bridge over the Ganaraska River. Work included patch, waterproof, paving of the concrete deck, elimination of expansion joints (semi-integral abutment design), replacement of existing railing system with new concrete parapet walls, abutment wall refacing, staging and traffic control during construction.

Local Roads Boards Structural Retainer - 2013 **Northeastern Region
Ministry of Transportation**

Detailed design and tender preparation services for the replacement of six (6) structures (four (4) bridges and two (2) structural culverts). Work included removal of existing structures (including associated traffic staging) and installation of new structures. Modular or prefabricated superstructure elements were utilized where possible to allow for rapid replacement (bailey bridges / precast concrete culverts).

Dokis Reserve Road Bridge - 2013 **Dokis First Nation**

Detailed design and contract preparation for the rehabilitation of a single span steel girder bridge over the Little French River. Work included concrete deck overlay, elimination of expansion joints (semi-integral abutment design), construction of new concrete approach slabs, and installation of new deck drain tubes.

**GWP 4059-01-00 Highway 17 – CPR Overhead Bridge
(Site 29-197) - 2012** **Eastern Region
Ministry of Transportation**

Field inspection, detailed design and contract preparation for rehabilitation of 56.4 m long, 3-span CPCI girder bridge with 10.9 m wide concrete deck including expansion joint removal to semi-integral abutment design, replacement of concrete deck cantilevers and barrier walls, girder repairs, abutment refacing and patch-waterproof-paving of the deck.

**GWP 4059-01-00 Highway 17 – Deux Rivieres Creek
Culvert (Site 29-002) - 2012**

**Eastern Region
Ministry of Transportation**

Field inspection, detailed design and contract preparation for the concrete invert paving rehabilitation of a 7.9 m span structural plate corrugated steel pipe arch.

**WP 5561-04-01 Highway 6 – Whitefish River Bridge
(Site 46-260) - 2011**

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detailed design and contract preparation for rehabilitation of 7.6 m long, single span, rigid frame bridge with 12.2 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete sidewalks and balustrades, barrier wall construction, abutment repairs and reconstruction of the top of the wingwalls.

**GWP 5053-05-00 Highway 534 – McQuaby and Beaudry
Creek Culverts (Sites 44-265 and 44-253) - 2011**

Field inspection, detailed design and contract preparation for structural culvert relining at McQuaby Creek and replacement of existing twin culverts at Beaudry Creek with a precast concrete box culvert.

**WP 5504-07-01 Highway 6 – La Cloche Channel Culvert
(Site 49-004) - 2011**

**Northeastern Region
Ministry of Transportation**

Field inspection, detailed design and contract preparation for rehabilitation of 6.1 m span, concrete open footing box culvert, 14.8 m in length, including replacement of concrete headwalls and repair to concrete culvert ends and wingwalls.

**WP 5381-02-01 Highway 6 – CPR Overhead
(Site 46-218) - 2011**

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detailed design and contract preparation for rehabilitation of 58.8 m long, 3-span, T-beam bridge with 10.1 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete curbs and steel railings, PL-2 steel railing construction, deck widening, girder and soffit repairs, fascia refacing and abutment repairs.

**WP 5001-01-01 Highway 6 – CPR Overhead
(Site 46-200) - 2011**

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detailed design and contract preparation for rehabilitation of 15.2 m long, single span, rigid frame bridge with 10.8 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete deck cantilevers and steel railings, parapet wall construction, abutment repairs and reconstruction of the top of the wingwalls.

**GWP 4059-01-00 Highway 17 – CNR Overhead Bridge
(Site 29-193) - 2011**

**Eastern Region
Ministry of Transportation**

Field inspection, detailed design and contract preparation for rehabilitation of 61.0 m long, 3-span post-tensioned void slab bridge with 10.9 m wide concrete deck including expansion joint replacement, replacement of concrete parapet walls and patch-waterproof-paving of the deck.

**GWP 173-98-00 Highway 17 - Bastien and Resmer Creek
Culverts (Sites 43-258 and 43-257) - 2008**

**Northeastern Region
Ministry of Transportation**

Detailed design and contract preparation for concrete invert paving rehabilitations of deteriorated structural culverts.

Rehabilitation of Cannifton Bridge over the Moira River

City of Belleville

Detailed design and contract preparation for the rehabilitation 58.5 m long, two (2) span steel girder bridge. Work included semi-integral abutment conversion, elimination of centre joint via girder splicing, removal and replacement of concrete sidewalks (with embedded Bell ducts), construction of new decorative parapet walls, girder coatings, addition of decorative light standards, patching, waterproofing and paving of the deck and miscellaneous concrete repairs to the substructure.

**10 Structure Rehabilitations on Highway 17,
Sudbury Area**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager for condition survey, detailed design and contract preparation for rehabilitation of ten (10) single and multi-span structures of various configurations (steel I-girder, prestressed concrete girder and post tensioned voided slab). Work included semi-integral abutment conversion or expansion joint replacement, patch-waterproof-paving of the deck, construction of PL-3 barrier walls, abutment wall refacing / repair, girder repairs and other miscellaneous concrete repairs.

**Rehabilitation of 4 Structures on Highway 6,
Sudbury Area**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager for condition Survey, Structural Evaluation and Detail Design for the rehabilitation of three (3) single span cast-in-place concrete rigid frame structures and one (1) three (3) span cast-in-place concrete T-beam bridge on Highway 6.

**Rehabilitation of CPR Overhead Bridge at Nairn Centre on
Highway 17**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager for condition survey and detail design for rehabilitation of the CPR Overhead Bridge at Nairn Centre which included replacement of the existing structural steel girders and concrete deck with precast concrete hollow slabs and a concrete topping. The new superstructure was constructed semi-integral with the

concrete abutments. Other repair works included waterproofing and paving of the concrete deck topping, replacement of the concrete wingwalls, construction of approach slabs, construction of PL-3 concrete barriers on the deck, refacing of the west abutment wall and repairs to the east abutment wall, concrete repairs to the retaining walls and miscellaneous approach works.

**GWP 5053-05-00 Highway 534 – South River Bridge
Rehabilitation (Site 44-033)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Checking Engineer for rehabilitation of 45.7 m long, three (3) span continuous steel girder bridge with 11.3 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing of concrete parapet walls and patch-waterproof-paving of deck.

**GWP 484-98-00 Highway 522 – South River Bridge
Rehabilitation (Site 44-050)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Design Engineer for rehabilitation of 67.4 m long, three (3) span continuous precast concrete girder bridge with 9.4 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing / replacement of concrete barrier walls, repairs to girder ends, and patch-waterproof-paving of deck.

Wabi River Bridge, Highway 11B

City of Temiskaming Shores

Project Manager and Design Engineer for rehabilitation of a four lane, three (3) span concrete deck on steel girder bridge; expansion joint replacement, bridge deck and sidewalk scarifying and concrete overlays, waterproof and pave deck, cleaning and coating girder ends. Tender value \$960,000 (2009).

Lansdowne St. (former Hwy 7) Bridge over the Otonabee River

City of Peterborough

Project Manager for rehabilitation of a 97.8 m long, four (4) span continuous precast concrete box girder bridge with a 18.9 m wide concrete deck over the Otonabee River/Trent Canal including longitudinal joint removal between existing adjacent structures, expansion joint removal to semi-integral abutment design, barrier railing replacement, lighting repairs, concrete overlay on sidewalks and deck, waterproofing and paving. Tender value \$1,480,000 (2008).

Nassau Mills Road Bridge over the Otonabee River

City of Peterborough

Project Manager for the rehabilitation of a two (2) lane, large span, steel plate girder bridge over the Otonabee River. Construction required the installation of temporary traffic controls to single lane. Rehabilitation involved concrete removals and patching, new railings, elimination of transverse expansion joints (semi-integral abutments) and resurfacing.

Grand River Bridge (Conestogo), Reg. Rd. 17

Region of Waterloo

Project Manager for rehabilitation of a multi-span, continuous steel girder bridge including replacement of the reinforced concrete deck complete with new sidewalk, parapet walls, expansion joints and girder bearings. Tender value \$1,165,000 (2001).

Grand River Bridge (Freeport), Reg. Rd. 8 (former Highway 8)

Region of Waterloo

Project Manager for completion of the July 2001 "Freeport Bridge - Bridge Evaluation Study" to provide rehabilitation recommendations for the 150 m long, seven (7) span concrete bowstring arch bridge (Heritage Bridge) over the Grand River. The recommended rehabilitation plan included replacement of the existing bridge deck; replacement of the existing cantilevered sidewalk; restoration of concrete curbs, handrails, arches, hangars, abutments, wingwalls and piers; removal of loose and deteriorated concrete from floor beams, repair with concrete and reinforcement with fibre wrap; and installation of sheet piling around concrete pier footings. Project budget \$1,600,000 (2001).

Design and Evaluation – Single Span

**GWP 5121-05-00 Highway 634 – Burntwood Creek Twin
Culvert Replacement (Site 39E-247)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Design Engineer for detail design, drawing and tender preparation for replacement of two (2) 3.2 m diameter SPCSP culverts with a new precast concrete box culvert under 5 m fill. Existing culverts were severely collapsed with perched ends creating a barrier to fish passage. The new box culvert design includes flow breakers (baffles) to promote fish passage.

**GWP 5175-12-00 Highway 17 & 546 – Blind River
Tributary, Dyke Creek, & Marshall's Creek Culverts
(Sites 38S-418/C, 38S-354/C, & 38S-171/C) - 2018**

**Northeastern Region
Ministry of Transportation**

Detailed design and contract preparation for the replacement of three (3) structural culverts. Replacement structure types were cast-in-place concrete open footing on bedrock (3.0 m x 1.2 m - Blind River Tributary), twin precast concrete boxes (2 x 3.0 m x 1.8 m - Dyke Creek), and single precast concrete box (3.6 m x 2.4 m – Marshall's Creek). The associated site works also included cast-in-place concrete wingwalls, RSS Walls, and concrete cut-off walls. A staged construction approach was utilized for the two Sites on Highway 17, while a rapid replacement full road closure was utilized for the Highway 546 Site.

Centennial Park Drive Bridge - 2017

City of Kawartha Lakes

Detail design, tender preparation, and contract administration for the replacement of an existing concrete rigid frame structure with a new 4.0 m x 1.5 m precast concrete box culvert with cast-in-place reinforced concrete distribution slab. Work also included armour stone retaining walls, guide rail installation, and erosion control improvements.

The structure replacement took place under full road closure and temporary watercourse bypass utilizing sheet pile cofferdams

Stephenson Road 1 Bridge - 2016

Town of Bracebridge

Detailed design, contract preparation, and contract administration support for the replacement of an existing through-truss structure with a new modular panel bridge on a new alignment. Work included new concrete abutments founded on H-piles driven to rock, RSS walls, erosion control measures, and guide rail improvements. The new structure was also provided with a separated, cantilevered pedestrian sidewalk.

Fleetwood Road Bridges - 2016

City of Kawartha Lakes

Detailed design, contract preparation, and contract administration for the replacement of existing rigid frame structures at two (2) sites with new twin-cell precast concrete box culverts at each location. Work included concrete distribution slabs (due to limited cover constraints), armour stone retaining walls, erosion protection, and guide rail improvements.

Settler's Road Culvert - 2015

City of Kawartha Lakes

Detailed design, contract preparation, and contract administration for the replacement of an existing CSPA with a new 3.1 m x 2.0 m polymer laminated CSPA. Work also included the design of a bypass flow channel under a full roadway closure / detour.

Replacement of the Black Creek Culverts, Road 509

Township of North Frontenac

Replacement of existing culverts with new twin 3.73 m x 2.29 m structural plate corrugated steel pipe arch culverts. - 2015

Shedden Street Culvert, Coboconk - 2013

City of Kawartha Lakes

Detailed design and contract preparation for the replacement of a culvert with a new corrugated steel pipe with polymer coating and construction of a new armour stone spillway designed to dispel energy from upstream lake head.

Local Roads Boards Structural Retainer - 2013

**Northeastern Region
Ministry of Transportation**

Detailed design and tender preparation services for the replacement of six (6) structures (four (4) bridges and two (2) structural culverts). Work included removal of existing structures (including associated traffic staging) and installation of new structures. Modular or prefabricated superstructure elements were utilized where possible to allow for rapid replacement (bailey bridges / precast concrete culverts).

**GWP 4059-01-00 Highway 417 – Tayside Municipal Drain
Culvert (Site 31-351) - 2011**

**Eastern Region
Ministry of Transportation**

Detailed design and contract preparation for the replacement of an existing 96.0 m long structural plate pipe arch with a precast concrete box culvert.

**GWP 5053-05-00 Highway 534 – McQuaby and Beaudry
Creek Culverts (Sites 44-265 and 44-253) - 2011**

Field inspection, detailed design and contract preparation for structural culvert relining at McQuaby Creek and replacement of existing twin culverts at Beaudry Creek with a precast concrete box culvert.

**WP 5004-05-00 Highway 11 – Sharpe’s Creek Twin Culvert
Rehabilitation (Site 42-151)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Design Engineer for detail design, drawing and tender preparation for structural relining of existing twin 4.37 m x 2.87 m x 106 m long SPCSPA culverts lined with structural tunnel plate liners. Tender value \$1,157,000 (2009).

Homer Watson Boulevard/Huron Road Interchange

Region of Waterloo

Design Engineer and Construction Inspector for new Regional Road widening project and full interchange; including geometric design of all vertical and horizontal road and ramp alignments, structural design and drawing preparation, MTO bridge approvals, tender preparation and construction inspection for a 16 m span, super-elevated rigid frame including curved, cast-in-place concrete 4.7 m high retaining walls. Preliminary design completed for a prestressed concrete girder bridge.

University Avenue Extension

Region of Waterloo

Design Engineer and Construction Inspector for structural design, drawing and tender preparation and construction administration for a 9 metre span rigid frame with a length of 42 metres and 4.5 metres of earth surcharge. Grade separation was provided by the construction of geogrid reinforced precast concrete retaining walls to a maximum height of 7.8 metres.

Fischer-Hallman Road Extension

Region of Waterloo

Design Engineer and Construction Inspector for structural design, drawing preparation and construction inspection for the installation of a twin cell box culvert and inlet/outlet headwalls. Drawings were provided to Region for inclusion into their tender documents and inspection services were provided during construction.

**GWP 5053-05-00 Highway 534 – South River Bridge
Rehabilitation (Site 44-033)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Checking Engineer for rehabilitation of 45.7 m long, three span continuous steel girder bridge with 11.3 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing of concrete parapet walls and patch-waterproof-paving of deck.

Design and Evaluation – Complex Structures (Multi-Span)

London Street Generating Station Deck Replacement

Peterborough Utilities

Detail design of substructure repairs, tender preparation, and construction support / liaison services for the replacement of the superstructure of the 13-span dam / generating station structure. The existing structure was replaced with a new structural steel girder bridge complete with steel grating for highway loading and modified to allow dam logging operations. Concrete refacing and patching was completed on the piers and abutments to restore / modify the substructure as necessary. - **2018**

Rehabilitation of the Trussler Road North Bridge - 2017

Region of Waterloo

Detailed design, tender preparation, and contract administration for the rehabilitation of a three span (21.3 m, 29.0 m, 21.3 m) structure over the Nith River, including full superstructure replacement. Work included removal and replacement of the existing concrete deck and girders with new CPCI 1400 girders and cast-in-place concrete deck. The superstructure was reconstructed as a semi-integral abutment design, and included concrete repair / modification of the abutments and piers for the new arrangement. Roadway platform widening and utility relocations were planned and facilitated to allow for adequate room for the substantial craning operation(s).

**WP 5430-06-00 Harmony Beach Road Bridge
(Site 38S-345) - 2011**

**Northeastern Region
Ministry of Transportation**

Detailed design and contract preparation for replacement of 19.0 m long, 5-span timber bridge with a prefabricated steel girder bridge.

**GWP 5053-05-00 Highway 534 – South River Bridge
Rehabilitation (Site 44-033)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Checking Engineer for rehabilitation of 45.7 m long, three span continuous steel girder bridge with 11.3 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing of concrete parapet walls and patch-waterproof-paving of deck.

**GWP 484-98-00 Highway 522 – South River Bridge
Rehabilitation (Site 44-050)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Design Engineer for rehabilitation of 67.4 m long, three (3) span continuous precast concrete girder bridge with 9.4 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing/replacement of concrete barrier walls, repairs to girder ends, and patch-waterproof-paving of deck.

Structural Design – Industrial, Commercial and Residential

Seagram's Lofts Condominium Redevelopment – Detailed Design and Construction Supervision, Waterloo

Provided all structural engineering design and review for the redevelopment of the historical Seagram's distillery barrel warehouses into multi-storey, residential lofts. This very complex structural project required the multi-wythe brick external end walls to be fully integrated into the "new" building, requiring multi-phased internal bracing for the masonry walls during construction of the new building inside the old. External wall foundations required careful underpinning due to the excavation of contaminants.

Speciality Structural Design and Analysis

Noise Walls, Retaining Walls, Sign/Pole Foundations and Utility Vaults.

Bi-Ennial (OSIM) Inspections

Detailed Visual Bridge Inspections – Various MTO Structures (2008 – 2009)

10 Structure Rehabilitations on Highway 17, Sudbury Area

Ministry of Transportation,
Northeastern Region

Four (4) three (3) span precast concrete girder bridges ranging in length from 42.8 m to 54.7 m and deck widths ranging from 8.0 m to 13.1 m, over CP Rail line; two (2) two (2) span post-tensioned voided slab bridges measuring 86.5 m and 87.2 m in length with 16.1 m and 19.9 m deck widths, over Highway 17; two (2) three (3) span structural steel girder bridges measuring 101.0 m and 110.3 m in length with 11.2 m deck widths, over the Vermilion River; and twin single span prestressed concrete girder bridges measuring 30.3 m in length with 11.8 m deck widths, over Municipal Road 24.

Rehabilitation of 5 Structures on Highway 6 and 17, Sudbury Area

Ministry of Transportation,
Northeastern Region

A 9.4 m long single-span concrete rigid frame bridge, on Highway 6 over abandoned CP Rail line; a 52.7 m long three (3) span concrete cast-in-place T-beam bridge, on Highway 6 over abandoned CP Rail line; a 15.2 m long single-span concrete rigid frame bridge, on Highway 6 over the Whitefish River; and a 16.2 m long Structural Steel Girder bridge, on Highway 17 at Nairn Centre, over CP Rail tracks.

GWP 484-98-00 Highway 522 – South River Bridge Rehabilitation

Ministry of Transportation,
Northeastern Region

67.4 m long, three (3) span continuous precast concrete girder bridge with 9.4 m wide concrete deck.

**WP 5004-05-00 Highway 11 – Sharpe’s Creek Twin
Culvert Rehabilitation**

**Ministry of Transportation,
Northeastern Region**

Existing twin 4.37 m x 2.87 m x 106 m long SPCSPA culverts lined with structural tunnel plate liners.

GWP 5053-05-00 Highway 534 – Various Structures

**Ministry of Transportation,
Northeastern Region**

45.7 m long, three (3) span continuous steel girder bridge with 11.3 m wide concrete deck and a 3.40 m x 2.01 m x 25.5 m long SPCSPA.

**GWP 5121-05-00 Highway 634 – Burntwood Creek Twin
Culvert Replacement**

**Ministry of Transportation,
Northeastern Region**

Existing twin 3.2 m dia. x 48.5 m long SPCSP culverts complete with internal structural bracing.

OSIM Bridge Inspection Program (2009/2010)

City of Kawartha Lakes

Project Manager and QA/Checker for bi-ennial detailed visual inspection of 116 bridge and culvert structures for the City of Kawartha Lakes; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements.

OSIM Bridge Inspection Program (2009)

City of Oshawa

Project Manager and Field Supervisor for bi-ennial detailed visual inspection of 136 bridge and culvert structures for the City of Oshawa to OSIM standards; including database management, report preparation, and creation of a five (5) year capital program for maintenance, minor repairs, major rehabilitations and structure replacements.

OSIM Bridge Inspection Program (2009)

Town of Kearney

Project Manager and Field Supervisor for bi-ennial detailed visual inspection of nine (9) bridge and culvert structures for the Town of Kearney to OSIM standards; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements.

**OSIM Bridge Inspection Programs - Region of Waterloo
(2000-2002)**

**City of Peterborough
(2002 – 2008)**

Project Manager for municipal bridge inventories (400+ structures) in accordance with provincial regulations. Procure services of consultants where required to ensure maintenance, structural evaluations, condition surveys and bi-annual inspections are completed. Prepare capital investment plans (five (5) year budget forecasts) for ongoing capital replacement/rehabilitation programs.

OGRA / MEA Trainer – OSIM Bridge Inspection Course (2001-2003)

Condition Surveys

**Ten (10) Structure Rehabilitations on Highway 17,
Sudbury Area**

**Ministry of Transportation,
Northeastern Region**

Design Engineer and Field Supervisor for Detailed Bridge Condition Survey of four (4) three (3) span precast concrete girder bridges ranging in length from 42.8 m to 54.7 m and deck widths ranging from 8.0 m to 13.1 m, over CP Rail line; two (2) two (2) span post-tensioned voided slab bridges measuring 86.5 m and 87.2 m in length with 16.1 m and 19.9 m deck widths, over Highway 17; two (2) three (3) span structural steel girder bridges measuring 101.0 m and 110.3 m in length with 11.2 m deck widths, over the Vermilion River; and twin single span prestressed concrete girder bridges measuring 30.3 m in length with 11.8 m deck widths, over Regional Road 24.

**Rehabilitation of 5 Structures on Highway 6 and 17,
Sudbury Area**

**Ministry of Transportation,
Northeastern Region**

Design Engineer and Field Supervisor for Detailed Bridge Condition Survey of a 9.4 m long single span concrete rigid frame bridge, on Highway 6 over abandoned CP Rail line; a 52.7 m long three (3) span concrete cast-in-place T-beam bridge, on Highway 6 over abandoned CP Rail line; a 15.2 m long single span concrete rigid frame bridge, on Highway 6 over the Whitefish River; and a 16.2 m long Structural Steel Girder bridge, on Highway 17 at Nairn Centre, over CP Rail tracks.

**GWP 5053-05-00 Highway 534 – South River Bridge
Rehabilitation (Site 44-033)**

**Ministry of Transportation,
Northeastern Region**

Design Engineer and Field Supervisor for Detailed Bridge Condition Survey of 45.7 m long, three (3) span continuous steel girder bridge with 11.3 m wide concrete deck including material sampling and testing, half-cell survey, cover meter survey, visual observations, measurements and reporting in accordance with MTO Structure Rehabilitation Manual.

**GWP 484-98-00 Highway 522 – South River Bridge
Rehabilitation (Site 44-050)**

**Ministry of Transportation,
Northeastern Region**

Checking Engineer for Detailed Bridge Condition Survey of 67.4 m long, three(3) span continuous precast concrete girder bridge with 9.4 m wide concrete deck including material sampling and testing, half-cell survey, cover meter survey, visual observations, measurements and reporting in accordance with MTO Structure Rehabilitation Manual.

Lansdowne St. (former Hwy 7) Bridge over the Otonabee River **City of Peterborough**

Project Manager for Detailed Bridge Condition Survey completed to determine rehabilitation strategy for a 97.8 m long, four (4) span continuous precast concrete box girder bridge with an 18.9 m wide concrete deck over the Otonabee River / Trent Canal.

Nassau Mills Road Bridge over the Trent Canal **City of Peterborough**

Project Manager for Detailed Bridge Condition Survey completed to determine rehabilitation strategy for a 75.0 m long, three (3) span continuous precast concrete box girder bridge with a 12.2 m wide concrete deck over the Trent Canal.

Education

- 1992 M.A.Sc. in Civil Engineering (Structural) - Yildiz University, Istanbul, Turkey
1989 B.Sc. in Civil Engineering - Yildiz University, Istanbul, Turkey

Associations

- 2004 Licensed as a Professional Engineer in Ontario

Training

- 2012 Ministry of Transportation Bridge Inspection Workshop
2010 Ministry of Transportation Bridge Inspection Workshop
2004 Value Engineering, SAVE International
2002 Construction Cost Control - George Brown College, Toronto, ON
2002 Construction Administration - George Brown College, Toronto, ON
2001 Project Management Principles - Humber College, Toronto, ON
-

Professional Experience

- | | | |
|--------------|--|-------------------------|
| 2009 to date | D.M. Wills Associates Limited | Peterborough, ON |
| | Senior Structural Engineer
Performing structural design and site inspection for various projects such as bridges, multi-story building. Conducting site inspections of existing structures for evaluating the current structural condition and integrity. Preparing preliminary and final structural design reports. Calculating quantities and generating cost estimates. Preparing contract documents for construction projects. | |
| 2006 - 2009 | National Engineering Bureau | Dubai, U.A.E. |
| | Resident Structural Engineer
Worked as Resident Structural Engineer for two (2) high-rise building projects in Dubai. Managed the structural supervision team, reviewed shop-drawings and contractor technical submittals and solved on-site structural issues. | |
| 2003 – 2006 | Ministry of Transportation
Structural Section, Northeastern | North Bay, ON |
| | Structural Engineer
Worked in the Structural Section of the Ministry of Transportation, Northeastern Region, as a Structural Engineer. Managed bridge design assignments, performed bridge structural evaluations and bridge design. Inspected bridges per OSIM requirements and entered the inspection data into the Ministry's BMS system. Prioritized bridges for rehabilitation / replacement and prepared justification reports. | |

1994 - 2000	Rimal Consultant Civil / Structural Engineer Carried out structural designs, contract document preparation and project management during the design and construction stages for several residential and industrial projects. Projects included five (5) residential multi-storey buildings and several industrial structures.	Dubai, U.A.E.
1989 - 1993	Cema Consultant Structural Design Engineer Carried out a structural design for a two-span steel plate girder bridge with concrete deck, two (2) wastewater treatment plants, a 60 m high steel lattice tower and several other industrial structures and multi-storey buildings. Carried out structural designs, contract document preparation and project management during the design and construction stages for several residential and industrial projects. Projects included five (5) residential multi-storey buildings and several industrial structures.	Istanbul, Turkey

Structural Project Experience

OTTO Holden G.S. Replacement of East Window	Designed structural support system for the 7.5 m x 12.37 m curtain wall glazing.	GDB Constructeurs
OTTO Holden G.S. Roof Fall Arrest and Swing Stage Roof Anchors.	Designed the permanent structural anchoring system for the fall arrest and swing stage.	GDB Constructeurs
Mezzanin Analysis and Reinforcing Building 26	Designed the structural steel system for the mock-up assembly area. The work included evaluating the existing deck and designing a new deck.	BWXT
North Bay Waterfront Rehabilitation	Performed structural design for EA study for new waterfront pier and wharf.	City of North Bay
Bombardier Booth Structures, Kingston, ON	Designed the structural system for moveable water leakage enclosure.	Bombardier Transportation Canada Inc.
Rivera Park Sewage Pumping Station	Design underground reinforced concrete wet well.	City of Kawartha Lakes
Campbellford Water Treatment Plant and Reservoir	Design the reinforced concrete underground water reservoir.	Municipality of Trent Hills

Tube Lake Dam

**MNRF
Northeastern Region**

Performed structural design for Tube Lake Dam replacement including single lane bridge

Ear Falls Dam Rehabilitation

GDB Constructeurs

Designed rehabilitation works for the headwall replacement of the intake structure for both unit one (1) and two (2).

Shebandowan Lake Dam Replacement

GDB Constructeurs

Designed temporary flow control structure. Replacement of the Westmount retaining wall along Laurel Creek. Designed sheet piling retaining wall.

Motor City Project, Dubai, U.A.E.

World Trade Centre

The master plan of this project includes park, hotels, showrooms and automalls, in addition to the residential buildings. As a Structural Resident Engineer for the Uptown - Area 1, which consisted of 14 buildings, my tasks included: checking Design Reports, Structural Drawings & Details, Method Statements, Technical Submittals and Material Specifications. Managed the site inspection staff, attended meetings, prepared meeting minutes, solved site technical problems and coordinated between the site and the project design team.

**Jumeirah Lake Towers Project:
Towers of X1, X2 and X3, Dubai, U.A.E.**

**Abu Dhabi
National Bank**

Structural Resident Engineer for the construction of three (3) buildings; each 50 storeys high. My tasks included: checking Design Reports, Structural Drawings & Details, Method Statements, Technical Submittals and Material Specifications. Managed the site inspection staff, attended meetings, prepared meeting minutes, solved site technical problems and coordinated between the site and the project design team.

9H Unit Rotor Shipping Container for FUTTSU Power Station

Nefab Inc.

A steel skid was designed to handle shipping and storing a 96 ton power generating rotor. All possible load cases during craning and transporting were considered in this structural design. Steel pressure vessel was also part of the design to protect the rotor from the weather effect.

Bi-Ennial (OSIM) Inspections Project Experience

OSIM Bridge Inspection Program – (2016-2017)

District of Muskoka

Inspected bridges and structural culverts in accordance with OSIM.

OSIM Bridge Inspection Program – (2015)

City of Timmins

Inspected bridges and structural culverts in accordance with OSIM.

OSIM Bridge Inspection Program – (2009-2013)

City of Oshawa

Inspected 136 bridge and culvert structures for the City of Oshawa to OSIM standards; including database management, report preparation, and creation of a five (5)-year capital program for maintenance, minor repairs, major rehabilitations and structure replacements.

OSIM Bridge Inspection Program – (2003)

**Ministry of Transportation
Northeastern Region**

Inspected bridges and structural culverts in Northeastern Region and updated the structural conditions of the inspected structures in BMS (Bridge Management System).

OSIM Bridge Inspection Program – (2009-2010-2014)

City of Kawartha Lakes

Inspected 200 bridge and culvert structures for the City of Kawartha Lakes to OSIM standards; including database management, report preparation, and creation of a 5-year capital program for maintenance, minor repairs, major rehabilitations and structure replacements.

OSIM Bridge Inspection Program – (2011)

Township of Central Frontenac

Performed bridge and culvert inspection in accordance with OSIM requirements.

OSIM Bridge Inspection Program – (2012)

Town of Gravenhurst

Performed bridge and culvert inspection in accordance with OSIM requirements.

OSIM Bridge Inspection Program – (2012)

Township of Chisholm

Performed bridge and culvert inspection in accordance with OSIM requirements.

Conditions Surveys Experience

King Street Bridge at Omemee – Highway 7

City of Kawartha Lakes

Performed a deck condition survey in accordance with the MTO Rehabilitation Manual. The bridge is a single span bridge with span length of 18.7 m. The superstructure is a concrete spandrel arch.

Ten Structures Highway

**Ministry of Transportation
Northeastern Region**

Ten (10) structures along Highway 17 in Sudbury Area.

Highway 6 / Highway 17 CPR Overhead

**Ministry of Transportation
Northeastern Region**

CPR Overhead South of Whitefish Falls, CPR Overhead North of Whitefish Falls and Whitefish River Bridge on Highway 6 and CPR Overhead at Nairn Centre on Highway 17 in Sudbury area.

Rehabilitation General Project Experience

Rehabilitation of the Sagonaska Bridge

City of Belleville

Designed the rehabilitation works of bridge widening, jacking and bearings replacement, barrier walls replacement and exp. joint replacement.

Willington Street Bridge Rehabilitation

City of Kawartha Lakes

Designed the rehabilitation works of jacking and bearing replacement, expansion joint replacement, girder repairs and permanent walkway platform.

Canal Lake Arch Bridge on Portage Road

City of Kawartha Lakes

Designed rehabilitation works for the Heritage Arch Bridge at Canal Lake.

Head Road Bridge

Township of North Frontenac

Designed rehabilitation works for three-spans of the steel girder bridge.

Rehabilitation of Five (5) Bridges, Waterloo

The Regional Municipality of Waterloo

Designed rehabilitation works for the bridges of Hawksville Road, Nofzinger Road and Trussler Road.

Rehabilitation of Nonquon River Bridge

Ministry of Transportation
Eastern Region

Designed rehabilitation works for the Nonquon River bridge.

Highway 17 / Sudbury Road 55 Underpass EBL and WBL Structures

Ministry of Transportation
North eastern Region

Rehabilitation design for two-span post-tensioned voided slab structure. The rehabilitation included replacing the expansion joints, replacing concrete barrier walls and substructure repairs.

Highway 17 - CPR Overhead

Ministry of Transportation
Eastern Region

Rehabilitation of three-span pre-stressed AASHTO Type II girder structure including conversion to semi-integral abutment, jacking and bearing replacement, deck cantilever replacement, barrier wall replacement and substructure repairs.

Highway 17 - CNR Overhead

Ministry of Transportation
Eastern Region

Rehabilitation three-span post tensioned solid slab structure including joints replacement, jacking and bearings replacement, barrier wall replacement and substructure repairs.

Highway 7/12 - Nonquon River Bridge

Ministry of Transportation
Eastern Region

Rehabilitations included concrete overlay, repaving and substructure repairs. Structural evaluation was performed.

International Control Dam Bridge, Niagara Falls, ON

Ontario Power Generation

Designed rehabilitation and strengthening works that include pier cantilever steel support brackets, expansion joints replacement and other repairs.

Trent Canal Bridge

**Ministry of Transportation
Eastern Region**

Performed close-up structural steel inspection.

Design and Evaluation Single-Span Project Experience

Restoule River Bridge

Dokis First Nation

Designed timber substructure for the superstructure replacement. The superstructure consists of 27.41 m long single span bailey.

Clyde River Bridge

Township of Lanark Highlands

Designed substructure rehabilitation works for the new bailey bridge.

Stephenson Road Bridge

Town of Bracebridge

Designed the substructure for the 48.8 m single span bailey bridge.

Yonge Street Bridge Replacement

Village of Burk's Falls

Designed a 20 m single span bridge. The super structure consists of pre-stressed concrete box girders supported on integral abutments.

Naval Association Pedestrian Bridge

Peterborough Naval Association

This bridge is a single span through truss bridge with span length of 30.50 m supported on reinforced concrete abutment with shallow foundation. The truss is made out of Hollow Steel Sections (HSS). The reinforced concrete deck is supported on transverse HSS floor beams.

Prune Creek Bridge

**Ministry of Transportation
Northeastern Region**

This bridge is a single span bailey bridge with span length of 30.48 m supported on steel H piles at each end. The bridge was to replace an existing timber truss bridge near Hearst on Haman Road, south of Highway 583.

Obijou Creek Bridge

**Ministry of Transportation
Northeastern Region**

This bridge is a single span bailey bridge with span length of 27.23 m supported on steel H piles at each end. The bridge was to replace an existing timber truss bridge near Hearst on Haman Road, west of Highway 583.

Major Mackenzie Drive / Purpleville Creek Bridge

York Region

Performed the structural design for the Purpleville Creek Bridge. It is an integral abutment bridge. The super structure consists of CPCI 2300 girders and cast-in-place deck. The span of this bridge is 40.0 m and the total roadway width is 17.252 m.

**Highway 17 / Sudbury Rd 24 Overpass
EBL and WBL Structures**

**Ministry of Transportation
Northeastern Region**

Structural Evaluation (Single Span structure) for one (1) span precast AASHTO Type III girder structure (Two (2) Bridges).

Highway 17 / Nairn Centre Overhead

**Ministry of Transportation
Northeastern Region**

Structural Design for one-span pre-stressed hollow slab type structure. The new superstructure was constructed semi-integral with the concrete abutments.

Highway 6 / Whitefish Falls Bridge

**Ministry of Transportation
Northeastern Region**

Structural Evaluation (Single Span structure) for one (1) span Reinforced Concrete Rigid Frame type structure.

Highway 6 / CPR Overhead

**Ministry of Transportation
Northeastern Region**

Structural evaluation for single span Reinforced Concrete Rigid Frame type structure.

Highway 7 /12 - Lynde Creek Bridge

**Ministry of Transportation
Eastern Region**

Designed a superstructure that consists of concrete box girders and concrete deck.

Muskoka Road Bridge

Township of Strong

Designed a single span bridge with concrete deck slab, steel girders and integral abutment.

Plato Creek Bridge, Belmont, Methuene

Township of Havelock

Designed a single span rigid concrete frame with integral abutment arrangement.

Portable Steel Bridges

MFG-KES Equipment Inc.

Designed single span modular steel bridges with spans of 6 m, 9 m, 12 m and 15 m. Refined method has been used in the design process.

Replacement of Rosseau River Bridge

**The District Municipality
of Muskoka.**

Designed new steel superstructure for the two-lanes, single span bridge with span length of 16.0 m.

**Overhead Sign Support Structures
Highway 416 / 417**

**Ministry of Transpiration
Eastern Region.**

Designed new overhead sign structures, utilizing the existing footings of the old signs.

Design and Evaluation Multi Span Project Experience

Oblong Narrows Bridge

Municipality of Dysart Et All

Designed the superstructure replacement of three-span concrete-wood composite structure.

Kennedy Road Underpass

Ministry of Transportation
Central Region

Performed structural evaluation of five-span post-tension voided slab bridge.

Den-Lou Road Underpass

Ministry of Transportation
Northeastern Region

Designed two-span NU girder bridge. Integral abutment bridge with total width of 11.5m and total length of 81.0 metre.

Sudbury Municipal Road 55 Underpass

Ministry of Transportation
Northeastern Region

Designed two-span NU girder bridge. Semi-integral abutment bridge with total length of 88.0 m and total width of 15.5 m.

Trussler Bridge over the Ninth River (North)

The Regional Municipality
of Waterloo

Designed the three-span CPCI girder superstructure and the substructure modification.

Temporary Bridge Over Petawawa River, Highway 17

Ministry of Transportation
Eastern Region

This is a bailey bridge which consists of three-spans of 27.94 m, 76.75 m and 34.68 m with total length of 139.37 m. The bridge was constructed as a detour to facilitate the Highway 17 Petawawa River Bridge rehabilitation.

Major Mackenzie Drive / East Humber Bridge

York Region

Performed the structural design for East Humber Bridge, a three-span integral abutment bridge. The spans are 23 m, 30 m and 23 m and the total roadway width is 17.925 m. The superstructure consists of CPCI 1400 girders, cast-in-place concrete deck

Birch Creek Bridge – Northeastern Region Highway 17

Ministry of Transportation
Northeastern Region

Performed a structural evaluation for the existing structure at Birch Creek Bridge, Highway 17. The bridge is a six-span bridge with total length of 72.00 m. It is comprised of steel girders with a concrete slab deck. The substructure consists of conventional reinforced concrete abutments and four (4) concrete shaft piers.

Beaudry Creek Bridge, Highway 534

Ministry of Transportation
Northeastern Region

Performed a structural evaluation for the existing superstructure of Beaudry Creek Bridge on Highway 534. The bridge is a five-span bridge with total length of 16.40 m and roadway width of 8.50 m. The superstructure is made out of 133 mm x 286 mm

timber beams spaced at 457 mm c/c and the deck is transverse laminated timbers. The substructure consists of timber abutments and timber pile bent piers.

Highway 17 / Sudbury Rd 55, Underpass EBL & WBL Structures **Ministry of Transportation
Northeastern Region**

Structural Evaluation (complex structure) for two-span post-tensioned voided slab structure. (Two (2) Bridges).

**Highway 17, west of Sudbury Rd. 55,
CPR Overhead Structures** **Ministry of Transportation
Northeastern Region**

Structural Evaluation (complex structure) for three- span precast AASHTO Type III girder structures. (Four Bridges).

Highway 17, Vermilion River, EBL & WBL Structures **Ministry of Transportation
Northeastern Region**

Structural Evaluation (complex structure) and Rehabilitation Design for eastbound and westbound three-span steel WWF girder structures. (Two (2) Bridges).

Highway 17, Petawawa, CPR Overhead **Ministry of Transportation
Eastern Region**

Structural Evaluation (complex structure) for three- span pre-stressed AASHTO Type II girder structure.

Highway 17, Renfrew, CNR Overhead **Ministry of Transportation
Eastern Region**

Structural Evaluation (complex structure) for three-span post-tensioned solid slab structure.

Highway 6 CPR Overhead **Ministry of Transportation
Northeastern Region**

Structural Evaluation (complex Structure) for a three span cast-in-place T-beam structure.

QVE Project Experience

CPR Overhead, Hwy. 7289 **Louise W. Bray Construction**

Verified the bridge jacks system installation and bearings replacement.

Park Road Bridge **GDB Constructeurs**

Performed as Quality Verification Engineer for bearings replacement and bridge jacking.

Highway 35, Pontypool Bridge - CPR Overhead **Dalcon Enterprises Inc.**

Performed as Quality Verification Engineer to structural items in Pontypool bridge rehabilitation work.

Highway 7, Marmora Bridge

Louis W. Bray Construction Limited

Performed as Quality Verification Engineer to structural items in Marmora bridge rehabilitation work.

Bridge Jacking Design

CPR Overhead – Hwy. 7229

Louis W. Bray Construction Limited

Designed bridge jacking system for replacing bearings at the abutments and piers.

Quarry Bridge

All Services

Designed bridge jacking system for bearing replacement.

Park Road Bridge

GDB Constructeurs

Designed the bridge jacking system to replace the bearings at the abutments and hinges.

Anson River Bridge and Black ck. Bridge

GDB Constructeurs

Designed bridge jacking system for both bridges.

Deep Excavation Shoring Design

Scotts Mills Dam – Lock 19

GDB Constructeurs

Designed cofferdam and shoring system for the construction of dam replacement, Phase 1.

Culvert Replacement on Highway 11

Villeneuve Construction

Contract #2019-5100

Designed 6 m deep roadway protection system for replacement of Holland Creek Culvert (39W-129)

Culvert Replacement on Highway 11

Villeneuve Construction

Contract #2019-5101

Designed 4 m deep roadway protection system for replacement of culverts 39W-112 and 39W-132.

Education

2008 B.Sc. (Civil Engineering), Queen's University, Kingston, ON

Associations

2012 Professional Engineers Ontario

Professional Experience

2008 to date **D.M. Wills Associates Limited** **Peterborough, ON**
Structural Engineer
Responsible for design of provincial, municipal and private structural design projects including; bridges, structural culverts, dams, and major and minor provincial highway projects. Responsibilities include structural inspections, detail design, quantity calculations, cost estimates, structural evaluation and design reports, contract preparation, contract administration, and liaison with clients, internal staff, external agencies, and the public.

Bridge Design, Rehabilitation and Construction Project Experience

GWP 2214-14-00 – Highway 401 **Central Region**
Kennedy Road Underpass Rehabilitation **Ministry of Transportation**
Detail design and contract preparation for the rehabilitation of a five-span post-tensioned voided slab bridge over Highway 401 at Kennedy Road in the City of Mississauga. Work included patch, waterproof, paving of the concrete deck, replacement of expansion joints at the abutments, ballast wall reconstruction, approach slab replacement, partial barrier wall replacement, installation of new bicycle height aluminum handrails on barrier walls, partial replacement of concrete slope paving elements, and miscellaneous concrete patch repairs. A three-stage approach was taken to ensure two (2) lanes of traffic could be maintained on Kennedy Road during construction.

GWP 5182-14-00 – Highway 64 **Northeastern Region**
Marten River Bridge Rehabilitation **Ministry of Transportation**
Detail design and contract preparation for the rehabilitation of a single span (33.5 m) steel I-girder bridge over the Marten River on Highway 64. Work included staged concrete deck overlay, waterproofing, and paving, reconstruction of expansion joints, reconstruction of deck cantilevers with new box beam railings on concrete curbs, replacement of approach slabs, jacking of superstructure, structural steel modifications and coating, bearing replacement, and miscellaneous concrete patch repairs.

**GWP 4082-11-00 Highway 401
Wyman Road Underpass (Site 11-208)**

**Eastern Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of a four-span precast concrete I-girder bridge over Highway 401. Work included patch, waterproof, paving of the concrete deck, replacement of the expansion joints at the exterior piers, construction of new concrete approach slabs, replacement of existing steel panel railing with new box beam railing system on new concrete curbs, modification / coating of existing bearing plates, replacement of expansion bearings, and concrete patch repairs / glass fibre reinforced polymer wrapping of concrete girders.

Rehabilitation of the Hartman Bridge

Region of Waterloo

Detail design, contract preparation, and contract administration for the rehabilitation of a single span (41.5 m) through-truss structure over the Nith River. Work included deck and sidewalk patching and application of a proprietary lightweight waterproofing and wearing surface to facilitate the existing structural limitations of the historical superstructure. Construction was staged with one-way only traffic and partial detour to ensure maintenance of traffic flow between the adjacent intersection and downtown New Hamburg.

Rehabilitation of the Glen Tay Bridge

Township of Tay Valley

Detail design and contract preparation for the rehabilitation of a single span (18.3 m) precast concrete I-girder bridge over the Glen Tay River. Work included staged concrete deck patching, waterproofing, and paving, reconstruction of expansion joints, reconstruction of deck cantilevers with new box beam railings on concrete curbs, replacement of approach slabs, installation of new deck drainage, and miscellaneous concrete patch repairs.

Rehabilitation of the Manser Road Bridges

Region of Waterloo

Detail design and contract preparation for the rehabilitation of two (2) rigid frame structures over Boomer Creek on Regional Road 5 (Manser Road). Work included staged concrete deck overlay, waterproofing, and paving, reconstruction of deck fasciae and parapet wall / railing systems, installation of wingwall stability tiebacks, approach guide rail and asphalt works, and drainage improvements.

Rehabilitation of the Trussler Road South Bridge

Region of Waterloo

Detail design, tender preparation, and contract administration for the rehabilitation of a three-span (24.4 m, 36.6 m, 24.4 m) structure over the Nith River. Work included concrete overlay, waterproof, and paving of the deck, reconstruction of deck cantilevers and parapet walls, construction of concrete approach slabs, expansion joint replacement, structural steel diaphragm and shoe plate / bearing replacement completed under jacking, girder cleaning and coating, abutment and pier modification and refacing, miscellaneous concrete patching, and guide rail improvements.

Rehabilitation of the Trussler Road North Bridge

Region of Waterloo

Detail design, tender preparation, and contract administration for the rehabilitation of a three-span (21.3 m, 29.0 m, 21.3 m) structure over the Nith River, including full superstructure replacement. Work included removal and replacement of the existing concrete deck and girders with new CPCI 1400 girders and cast-in-place concrete deck. The superstructure was reconstructed as a semi-integral abutment design, and included concrete repair / modification of the abutments and piers for the new arrangement. Roadway platform widening and utility relocations were planned and facilitated to allow for adequate room for the substantial craning operation(s).

GWP 4053-12-00 Highway 401 - Smithfield Road Underpass (Site 21-298)

**Eastern Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of a four-span steel girder bridge over Highway 401. Work included patch, waterproof, paving of the concrete deck, elimination of the expansion joints at the abutments (semi-integral abutment design), construction of new concrete approach slabs, replacement of existing steel panel railing with new box beam railing system on new concrete curbs, and concrete patch repairs / glass fibre reinforced polymer wrapping of concrete girders.

GWP 2280-15-00 Highway 7 - Little Rouge Creek Bridge (Site 37-167)

**Central Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of a three-span precast concrete I-girder bridge over Little Rouge Creek Bridge. Work included removal and replacement of existing concrete overlay, replacement of existing expansion joint assemblies, reconstruction of deck cantilevers with new concrete barrier walls, reconstruction of approach slabs, replacement of existing deck drains, bridge jacking and replacement of bearings, and concrete repairs to girders, soffit, and substructure components.

GWP 2062-13-00 Highway 12 - Nonquon River Bridge (Site 21-298)

**Central Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of a single span, precast I-girder bridge over the Nonquon River. Work included patch, waterproof, paving of the concrete deck, joint elimination / retrofit to semi-integral abutment geometry, reconstruction of deck cantilevers and barrier walls, jacking and girder repairs / bearing replacement, reconstruction of approach slabs, concrete repairs to soffit and substructure, and drainage improvements on bridge approaches.

GWP 2280-13-00 Highway 12 - Vrooman Creek Bridges (Sites 22-41 and 22-42)

**Central Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of two (2) single span rigid frame structures over Vrooman Creek at the intersection of Highway 12 and Durham Regional Road 12. Work included patching / overlay, waterproofing, and paving of concrete deck, reconstruction of deck edges / barrier walls, reconstruction of approach slabs, and miscellaneous concrete patching of deck soffit, and substructure.

London Street Generating Station Deck Replacement

Peterborough Utilities

Detail design of substructure repairs, tender preparation, and construction support / liaison services for the replacement of the superstructure of the three-span dam / generating station structure. The existing structure was replaced with a new structural steel girder bridge complete with steel grating for highway loading and modified to allow dam logging operations. Concrete refacing and patching was completed on the piers and abutments to restore / modify the substructure as necessary.

Rehabilitation of the Craig Street Bridge

Town of Perth

Detail design, tender preparation, and contract administration for the rehabilitation of a two-span (18.3 m, 18.3 m) cast-in-place concrete arch bridge over the Tay Canal. Work included patch, waterproof paving of the deck, replacement of the steel railing system, construction of new approach slabs, guide rail improvements, and significant soffit concrete repairs. The soffit repair work was scheduled, staged, and completed in accordance with navigable waterway permitting / requirements.

Rehabilitation of the Hawkesville Road Bridges

Region of Waterloo

Detail design, contract preparation, and contract administration support for the rehabilitation of two (2) three-span precast concrete I-girder bridges over the Conestogo River. Work included concrete overlay, waterproof, paving, reconstruction of deck cantilevers, parapet walls, and approach slabs, semi-integral abutment conversion, girder end repairs, and shear strengthening of girders by carbon fibre wrapping.

Rehabilitation of the Nafziger Road Bridge

Region of Waterloo

Detail design, contract preparation, and contract administration support for the rehabilitation of a three-span, continuous, haunched solid slab / T-beam bridge over the Nith River. Work included concrete deck patch, waterproof, paving, reconstruction of deck edge / sidewalk, parapet walls, and approach slabs, deck drain replacement, miscellaneous concrete patching, and guide rail improvements.

Replacement of the Axe Lake Road Bridge

Township of McMurrich-Monteith

Detail design and contract preparation for a new single span steel modular bridge on steel pile foundations with laminated timber deck, including erosion protection measures, and installation of guide rail on approaches.

Stephenson Road 1 Bridge

Town of Bracebridge

Detail design, contract preparation, and contract administration support for the replacement of an existing through-truss structure with a new modular panel bridge on a new alignment. Work included new concrete abutments founded on H-piles driven to rock, RSS walls, erosion control measures, and guide rail improvements. The new structure was also provided with a separated, cantilevered pedestrian sidewalk.

WP 5394-15-00 Rosseau River Bridge, Highway 141

**Northeastern Region
Ministry of Transportation**

Provision of inspection and quality assurance services at concrete precast facility for the fabrication, curing, and storage of prestressed concrete box girders, as well as on site for unloading and erection.

Hopewell Creek Bridge, Breslau

Region of Waterloo

Detail design and contract preparation for the rehabilitation of a single span rigid frame concrete bridge over Hopewell Creek. Work included patch, waterproof, paving of the concrete deck, removal of reconstruction of the deck cantilevers / sidewalks, construction of new open steel 'balustrade style' parapet walls, replacement of existing utility duct hanger system, and miscellaneous concrete patching to deck soffit, abutments, and wingwalls.

John Street Bridge, Oshawa

City of Oshawa

Detail design, contract preparation, and construction support services for the rehabilitation of a five-span concrete voided slab bridge over Oshawa Creek. Work included patch, waterproof, paving of the concrete deck, resurfacing of concrete sidewalks, replacement of existing steel panel railing with new concrete parapet wall with aluminum railing, replacement of expansion joint seals and sidewalk cover plates, refacing of concrete wingwalls, and misc. concrete patching on the deck soffit.

Sir Sandford Fleming Drive Bridge over the CPR, Peterborough

City of Peterborough

Detail design and contract preparation for the rehabilitation of a three-span steel girder bridge over the Canadian Pacific Railway. Work included patch, waterproof, paving of the concrete deck, elimination of the expansion joints at the abutments (semi-integral abutment design), elimination of expansion joints over the piers (flexible link slab design with splice plates), construction of new concrete approach slabs, construction of new concrete barrier walls, coating of existing structural steel, and concrete patch repairs to piers.

Trent Canal Bridge, Kirkfield

City of Kawartha Lakes

Detail design, contract preparation and construction inspection of a single span steel girder bridge over the Trent-Severn Waterway system at Mitchell Lake, Kirkfield. Work included patch, waterproof, paving of the concrete deck, construction of new concrete curbs, installation of new box beam railing system, construction of new concrete approach slabs, and concrete patch repairs to the soffit and footings.

Ganaraska River Bridge

Northumberland County

Detail design and contract preparation for the rehabilitation of a three-span concrete box girder bridge over the Ganaraska River. Work included patch, waterproof, paving of the concrete deck, elimination of expansion joints (semi-integral abutment design), replacement of existing railing system with new concrete parapet walls, abutment wall refacing, staging and traffic control during construction.

Local Roads Boards Structural Retainer

**Northeastern Region
Ministry of Transportation**

Detail design and tender preparation services for the replacement of six (6) structure (four (4) bridges and two (2) structural culverts). Work included removal of existing structures (including associated traffic staging) and installation of new structures. Modular or prefabricated superstructure elements were utilized where possible to allow for rapid replacement (bailey bridges / precast concrete culverts).

Dokis Reserve Road Bridge

Dokis First Nation

Detail design and contract preparation for the rehabilitation of a single span steel girder bridge over the Little French River. Work included concrete deck overlay, elimination of expansion joints (semi-integral abutment design), construction of new concrete approach slabs, and installation of new deck drain tubes.

Cannifton Bridge over the Moira River

City of Belleville

Detail design, contract preparation and construction site inspection for the rehabilitation 58.5 m long, two-span steel girder bridge. Work included semi-integral abutment conversion, elimination of centre joint via girder splicing, removal and replacement of concrete sidewalks (with embedded Bell ducts), construction of new decorative parapet walls, girder coatings, addition of decorative light standards, patching, waterproofing and paving of the deck and miscellaneous concrete repairs to the substructure.

GWP 131-88-00 Highway 17 – 10 Structure Rehabilitations, Sudbury Area (Sites 46-290/1, 46-290/2, 46-291, 46-292, 46-293/1, 46-293/2, 46-294/1, 46-294/2, 46-296/1 and 46-296/2)

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of ten (10) single and multi-span structures of various configurations (steel I-girder, prestressed concrete girder and post tensioned voided slab). Work included semi-integral abutment conversion or expansion joint replacement, patch-waterproof-paving of the deck, construction of PL-3 barrier walls, abutment wall refacing / repair, girder repairs and other miscellaneous concrete repairs.

GWP 4059-01-00 Highway 17 – CNR Overhead Bridge (Site 29-193)

**Eastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for rehabilitation of 61.0 m long, three-span post-tensioned void slab bridge with 10.9 m wide concrete deck including expansion joint replacement, replacement of concrete parapet walls and patch-waterproof-paving of the deck.

WP 5107-05-00 Highway 17 – CPR Overhead Bridge, Nairn Centre (Site 46-168)

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of 16.4 m long, single span steel girder bridge with 14.4 m wide concrete deck including replacement of steel girders with precast concrete hollow slabs, semi-integral abutment design, replacement of concrete wingwalls, construction of PL-3 barrier walls, abutment wall refacing and miscellaneous approach works.

**WP 5561-04-01 Highway 6 – Whitefish River Bridge
(Site 46-260)**

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of 7.6 m long, single span, rigid frame bridge with 12.2 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete sidewalks and balustrades, barrier wall construction, abutment repairs and reconstruction of the top of the wingwalls.

WP 5001-01-01 Highway 6 – CPR Overhead (Site 46-200)

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of 15.2 m long, single span, rigid frame bridge with 10.8 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete deck cantilevers and steel railings, parapet wall construction, abutment repairs and reconstruction of the top of the wingwalls.

WP 5381-02-01 Highway 6 – CPR Overhead (Site 46-218)

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of 58.8 m long, three-span, T-beam bridge with 10.1 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete curbs and steel railings, PL-2 steel railing construction, deck widening, girder and soffit repairs, fascia refacing and abutment repairs.

**GWP 4059-01-00 Highway 17 – CPR Overhead Bridge
(Site 29-197)**

**Eastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for rehabilitation of 56.4 m long, three-span CPCI girder bridge with 10.9 m wide concrete deck including expansion joint removal to semi-integral abutment design, replacement of concrete deck cantilevers and barrier walls, girder repairs, abutment refacing and patch-waterproof-paving of the deck.

**GWP 5053-05-00 Highway 534 – South River Bridge
Rehabilitation (Site 44-033)**

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of 45.7 m long, three-span continuous steel girder bridge with 11.3 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing of concrete parapet walls and patch-waterproof-paving of the deck.

**WP 5430-06-00 Harmony Beach Road Bridge
(Site 38S-345)**

**Northeastern Region
Ministry of Transportation**

Detail design and contract preparation for replacement of 19.0 m long, five (5) span timber bridge with a prefabricated steel girder bridge.

Nassau Mills Bridge Over the Trent Canal

City of Peterborough

Detail design and contract preparation for rehabilitation of a two (2) lane, three-span precast concrete box girder bridge; expansion joint removal to semi-integral abutment design, steel railing system replacement and patch-waterproof-paving of the deck.

Highway 11B – Wabi River Bridge

City of Temiskaming Shores

Detail design and contract preparation for rehabilitation of a four (4) lane, three-span concrete deck on steel girder bridge; expansion joint replacement, bridge deck and sidewalk scarifying and concrete overlays, waterproof and pave deck, cleaning and coating girder ends.

GWP 484-98-00 Highway 522 – South River Bridge Rehabilitation (Site 44-050)

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of two (2) lane, three-span concrete deck on prestressed concrete I-girder bridge; including elimination of expansion joints to semi-integral abutment design, refacing of parapet wall, and waterproof and pave deck.

**Structural Culvert, Dam, and Other Miscellaneous Projects
Design, Rehabilitation and Construction Project Experience**

**GWP 5182-14-00 – Highway 64
Unnamed Creek Culvert Replacement**

**Northeastern Region
Ministry of Transportation**

Detail design and contract preparation for the replacement of an existing open footing concrete structural culvert exhibiting structural cracking due to erosion and ongoing undermining. The new structure is a 4.8 m x 2.1 m precast concrete box culvert complete with precast concrete box retaining walls and cut-off walls, concrete keys in the box units, and large rock substrate to control flow velocities, prevent erosion, and permit fish passage. Rapid replacement methodologies and materials were utilized to permit an accelerated construction under a full closure of the highway and 24-hour continuous operation.

**WP 2186-15-00, 2242-14-00 Highway 35/115
and 401 – Various Locations**

**Central Region
Ministry of Transportation**

Condition survey, detail design, and contract preparation for the replacement / rehabilitation of nine (9) structural culverts in various locations on Highway 35 / 115 and 401. Replacements include large diameter (1.8 m to 3.0 m) pipes installed via trenchless technologies to minimize traffic impacts on these major Highways. Work at rehabilitation sites includes structural tunnel liner plate pipe lining, concrete patching, partial concrete culvert reconstruction / extension, waterproofing, wall drain retrofitting, and rapid replacement of select culvert sections using precast concrete.

Inspection of Haliburton Sector Dam Structures

Parks Canada

Field reviews and condition assessments for 40 Parks Canada dam structures in the Haliburton Sector. Recommendations were provided for additional investigations and/or rehabilitation.

**GWP 114-88-00 Highway 6 - Bass Creek Culvert
(Site 49-013/C),**

**Northeastern Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of a 9.1 m span, cast-in-place concrete arch structure on Highway 6 over Bass Creek on Manitoulin Island. Work included reconstruction of culvert ends, concrete patch repairs to the arch and footings, crack injection, and retrofitting of wall drains.

**GWP 5175-12-00 Highway 17 & 546 – Blind River Tributary,
Dyke Creek, & Marshall's Creek Culverts
(Sites 38S-418/C, 38S-354/C, & 38S-171/C),**

**Northeastern Region
Ministry of Transportation**

Detail design and contract preparation for the replacement of three (3) structural culverts. Replacement structure types were cast-in-place concrete open footing on bedrock (3.0m x 1.2m - Blind River Tributary), twin precast concrete boxes (2 x 3.0 m x 1.8 m - Dyke Creek), and single precast concrete box (3.6 m x 2.4 m – Marshall's Creek). The associated site works also included cast-in-place concrete wingwalls, RSS Walls, and concrete cut-off walls. A staged construction approach was utilized for the two (2) sites on Highway 17, while a rapid replacement full road closure was utilized for the Highway 546 Site.

**Dam Safety Reviews, Condition Surveys,
and Rehabilitation Design**

**Northeastern Region
MNRF**

Field reviews of ten (10) dam structures and completion of condition survey for three (3) dam structures. Work also included detail design and contract preparation for the rehabilitation design of the Blind River Dam.

Rehabilitation of the Antoine Creek Culvert

Township of North Frontenac

Detail design and contract preparation for the rehabilitation of a structural plate corrugated steel arch culvert including underpinning and refacing of concrete footings, placement of erosion control measures, and installation of new steel beam guide rail.

Replacement / Rehabilitation of Various Structures

County of Oxford

Detail design and contract preparation for the replacement of three (3) structural culverts, rehabilitation / extension of one (1) structural culvert, and rehabilitation of one (1) rigid frame bridge structure.

Rehabilitation of the Ontario Street Culvert

Township of Cramahé

Detail design, contract preparation, and contract administration for the rehabilitation of a concrete box structural culvert including soffit patch repairs, construction of new concrete headwalls, installation of culvert waterproofing, installation of armour stone retaining walls, and erosion control measures.

Rehabilitation of the Lake Joseph Culvert

District of Muskoka

Detail design and contract preparation for the rehabilitation of an open footing concrete culvert on Muskoka Road 169. Work included concrete underpinning / refacing of existing footings, including installation of rock dowels, retrofitting of wall drains, miscellaneous patch repairs, and crack injection.

Replacement of the Black Lake Tributary Culvert

District of Muskoka

Detail design and contract preparation for the like-for-like replacement of an existing structural plate corrugated steel pipe arch on Muskoka Road 169 at Torrance. Work also included erosion control measures and guide rail improvements.

Fleetwood Road Bridges

City of Kawartha Lakes

Detail design, contract preparation, and contract administration for the replacement of existing rigid frame structures at two (2) sites with new twin-cell precast concrete box culverts at each location. Work included concrete distribution slabs (due to limited cover constraints), armour stone retaining walls, erosion protection, and guide rail improvements.

Rehabilitation of the Wilmot Creek Culvert

Region of Waterloo

Detail design, tender preparation, and contract administration for the rehabilitation of a ± 7.0 m span cast-in-place concrete open footing culvert. Work included reinforced concrete overlay, waterproof, and paving, as well as concrete patching and crack injection of the interior walls and soffit.

Rehabilitation of the Baxter Creek Culvert and Echo Lake Bridge

District of Muskoka

Detail design, tender preparation, and contract administration for the rehabilitation of a cast-in-place concrete structural culvert and cast-in-place concrete single span bridge structure. Work included miscellaneous concrete patching and crack injection to both structures, patch, waterproof, paving and concrete barrier replacement of the Echo Lake Bridge, and safety (fencing) improvements at Baxter Creek Culvert.

Rehabilitation of the Jackson Creek Log Boom

**Otonabee Region
Conservation Authority**

Detail design, contract preparation, and construction support services for the rehabilitation / partial replacement of a timber ice control log boom on Jackson Creek in the City of Peterborough.

Centennial Park Drive Bridge

City of Kawartha Lakes

Detail design, tender preparation, and contract administration for the replacement of an existing concrete rigid frame structure with a new 4.0 m x 1.5 m precast concrete box culvert with cast-in-place reinforced concrete distribution slab. Work also included armour stone retaining walls, guide rail installation, and erosion control improvements. The structure replacement took place under full road closure and temporary watercourse bypass utilizing sheet pile cofferdams

Hope Mill Dam Rehabilitation

**Otonabee Region
Conservation Authority**

Detail design, contract preparation, and contract administration for the rehabilitation of the dam adjacent to the historic Hope Mill. Work included concrete patching / refacing, steel gain armouring replacement, and water control measures for the dewatering of the work areas.

Settler's Road Culvert

City of Kawartha Lakes

Detail design, contract preparation, and contract administration for the replacement of an existing CSPA with a new 3.1 m x 2.0 m polymer laminated CSPA. Work also included the design of a bypass flow channel under a full roadway closure / detour.

Replacement of the Black Creek Culverts, Road 509

Township of North Frontenac

Replacement of existing culverts with new twin 3.73 m x 2.29 m structural plate corrugated steel pipe arch culverts.

GWP 300-98-00 Biquette and Unnamed Creek Culverts, Highway 17

**Northeastern Region
Ministry of Transportation**

Provision of inspection and quality assurance services on site at concrete precast facility for the fabrication, curing, and storage of concrete box culvert elements.

Union Creek Culvert, County Road 121

City of Kawartha Lakes

Detail design, tender preparation, and inspection / contract administration services for the concrete invert paving rehabilitation of a 4.6 m structural plate pipe culvert.

Shedden Street Culvert, Cobocok

City of Kawartha Lakes

Detail design and contract preparation for the replacement of a culvert with a new corrugated steel pipe with polymer coating and construction of a new armour stone spillway designed to dispel energy from upstream lake head.

WP 5504-07-01 Highway 6 – La Cloche Channel Culvert (Site 49-004)

**Northeastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for rehabilitation of 6.1 m span, concrete open footing box culvert, 14.8 m in length, including replacement of concrete headwalls and repair to concrete culvert ends and wingwalls.

GWP 4059-01-00 Highway 17 – Deux Rivieres Creek Culvert (Site 29-002)

**Eastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for the concrete invert paving rehabilitation of a 7.9 m span structural plate corrugated steel pipe arch.

GWP 4059-01-00 Highway 417 – Tayside Municipal Drain Culvert (Site 31-351)

**Eastern Region
Ministry of Transportation**

Detail design and contract preparation for the replacement of an existing 96.0 m long structural plate pipe arch with a precast concrete box culvert.

GWP 5053-05-00 Highway 534 – McQuaby and Beaudry Creek Culverts (Sites 44-265 and 44-253)

**Northeastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for structural culvert relining at McQuaby Creek and replacement of existing twin culverts at Beaudry Creek with a precast concrete box culvert.

GWP 484-98-00 Highway 522 - Rochette Creek Culvert (Sites 44-273)

**Northeastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for structural culvert relining at Rochette Creek.

**WP 5121-05-00 Highway 634 - Burntwood Creek Culvert
(Site 39E-247)**

**Northeastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for replacement of two (2) 3.0 m diameter SPCSP culverts with a new precast concrete box culvert. Existing culverts were severely collapsed with perched ends creating a barrier to fish passage. The new box culvert design includes flow breakers (baffles) to promote fish passage.

**WP 5004-05-01 Highway 11 - Sharpe's Creek Culverts
(Site 42-151)**

**Northeastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for installation of a structural plate corrugated steel tunnel liner through two (2) existing 106 m long SPCSPA culverts under 14.0 m fill.

**GWP 173-98-00 Highway 17 - Bastien and Resmer Creek
Culverts (Sites 43-258 and 43-257)**

**Northeastern Region
Ministry of Transportation**

Detail design and contract preparation for concrete invert paving rehabilitations of deteriorated structural culverts.

OSIM Inspection Project Experience

Various Municipal OSIM Inspection Programs

Lead Inspector of over 300 bridges and structural culverts as part of multiple OSIM Inspection programs for multiple municipalities, including but not limited to: the District of Muskoka, North, South, and Central Frontenac Townships, the City of Barrie, the Township of Cramahe, and the Township of McMurrich-Monteith.

Appendix B

RFP Submission Forms



**City of Temiskaming Shores
PW-RFP-002-2020**

Eng. Services – Bridge, Culvert and Roof Inspections

PW-RFP-002-2020

Contractor's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I, D.M. Wills Associates Limited

(Registered Company Name/Individuals Name)

Of, 150 Jameson Dr., Peterborough, ON, K9J 0B9

(Registered Address and Postal Code)

Business:

Phone Number (705) - 742-2297 ext.240

Fax Number (705) - 748-9944

We/I hereby offer to enter into an agreement to supply and install, as required in accordance to the proposal for a price of:

Lump sum price before HST

\$ 10,888.00



City of Temiskaming Shores
PW-RFP-002-2020
Eng. Services – Bridge, Culvert and Roof Inspections

NON COLLUSION AFFIDAVIT

I/ We D.M. Wills Associates Limited the undersigned am fully informed respecting the preparation and contents of the attached quotation and of all pertinent circumstances respecting such bid.

Such bid is genuine and is not a collusive or sham bid.

Neither the bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham bid in connection with the work for which the attached bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the price of any bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed bid.

The price or prices quoted in the attached bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The bid, quotation or proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Signed



Company Name D.M. Wills Associates Limited

Title Manager, Structural Engineering



City of Temiskaming Shores

PW-RFP-002-2020

Eng. Services – Bridge, Culvert and Roof Inspections

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual, or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at, Peterborough, ON this 21st day of April, 2020.

FIRM NAME: D.M. Wills Associates Limited

BIDDER'S AUTHORIZED OFFICIAL: David Bonsall, P.Eng.

TITLE: Manager, Structural Engineering

SIGNATURE: 

Subject: Tender Award
- Crushing & Stockpiling Granular M

Report No.: PW-012-2020
Agenda Date: May 5th, 2020

Attachments

Appendix 01: Tender Results

Appendix 02: Draft Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-012-2020; and
2. That Council directs Staff to prepare the necessary by-law and agreement with *Alvin Caldwell Sand & Gravel Ltd.* for the Crushing and Stockpiling of Granular “M” in the Contractors Pit location, at a unit price of \$6.35 per tonne (with a maximum of 15,000 tonnes) plus HST, for consideration at the May 5, 2020 Regular Council meeting.

Background

Each year the City of Temiskaming Shores procures the services of qualified contractors for the supply, crushing and stockpiling of granular material for use in the maintenance operations at various locations within the City of Temiskaming Shores.

The work generally consists of supplying of granular material in a desired quantity, to be crushed, hauled and stockpiled in specified locations as and where directed by City staff. In previous years 10,000 to 15,000 tonnes of material have been purchased.

Previously, the City accepted tenders for the crushing of Granular M to be produced and stockpiled in the City owned source on Dump Road, Bucke Township, however, due to concerns that the material would not meet specifications and based on the tendered prices, the City has since reverted to obtaining the material through the tendering process from local suppliers and stockpiled at the source or at a designated site within the municipality.

On or about April 15th, 2020 the City distributed a Request for Tender (PWO - RFT- 004-2020) for the crushing and stockpiling of 15,000 tonnes of Granular M in the Contractors Pit location in hopes of obtaining a more competitive and budget friendly price. The documents were provided to previous and known potential bidders with closing date at 2:00 p.m. on April 28th, 2020.

Analysis

Five (5) RFT documents were distributed and two (2) responses were received electronically by the closing date.

Supplier	Unit Price	Tender Amount	HST	Total
Miller Paving	\$6.50	\$97,500.00	\$12,675.00	\$110,175.00
Caldwell Sand & Grvl.	\$6.35	\$95,250.00	\$12,382.50	\$107,632.50

Alvin Caldwell Sand & Gravel Ltd. has successfully completed similar projects for Temiskaming Shores and throughout Northern Ontario and has demonstrated the ability to complete this work as intended.

The tenders were analysed for errors and/or omissions and were found to be correct and complete. The acquisition process was in keeping with the City's Procurement Policy (By-Law 2017-015).

Based on the 2020 approved Operations Budget, it is recommended that consideration be given towards increasing the quantity to be supplied by the successful proponent to 15,000 metric tonnes.

Relevant Policy / Legislation/City By-Law

- 2020 Public Works Operations Budget
- By-Law No. 2017-015, Procurement Policy, Section 10.3 Request for Tenders

Asset Management Plan Reference

- N/A

Consultation / Communication

- Public Works Committee meeting – April 30th, 2020
- Administrative Report PW-012-2020, dated May 5th, 2020

Financial / Staffing Implications

This item has been approved in the current budget: Yes No N/A

This item is within the approved budget amount: Yes No N/A

The approved 2020 budget allocation for loose-top maintenance is \$150,000.00 and at this point in time, there has been a minimal amount charged to that account.

Based on a unit cost of \$6.35 per tonne and the tender estimate quantity of 15,000 metric tonnes, including the non-refundable HST, the cost for Granular “M” material would be approximately \$96,926.40 leaving \$53,073.60 within the approved budget allocation. It is recommended that the quantity to be supplied remain at 15,000 metric tonnes for the supply and stockpile of Granular “M” for 2020.

Staffing implications related to this matter are limited to normal administrative functions and duties and verifying final quantities.

Alternatives

1. Award the tender based on the original tendered amount of 15,000 tonnes.
(recommended)
2. Award the tender based on increasing the tender quantity to 15,000 tonnes.

Submission

Prepared by:

Reviewed and submitted for
Council’s consideration by:

“original signed by”

“original signed by”

G. Douglas Walsh, CET
Director of Public Works

Christopher W. Oslund
City Manager

Document Title: **PWO-RFT-004-2020 Granular M**

Closing Date: **Tuesday, April 28, 2020**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: **2:45 p.m.**

Attendees via teleconference: **705-672-2733 Ext. 774**

City of Temiskaming Shores:

David Treen, Clerk	Doug Walsh	Airianna Levielle
Logan Belanger, Clerk		

Others:

Jessica Caldwell		

Submission Pricing

Bidder: Miller Paving

Granular M (15,000 t):	\$ 97,500.00
HST:	\$ 12,675.00
Total:	\$ 110,175.00

Bidder: Caldwell Sand & Gravel

Granular M (15,000 t):	\$ 95,250.00
HST:	\$ 12,382.50
Total:	\$ 107,632.50

Bidder:

Granular M (15,000 t):	\$
HST:	\$
Total:	\$

Bidder:

Granular M (15,000 t):	\$
HST:	\$
Total:	\$

Bidder:

Granular M (15,000 t):	\$
HST:	\$
Total:	\$

Bidder:

Granular M (15,000 t):	\$
HST:	\$
Total:	\$

Note: All offered prices are offers only and subject to scrutiny. Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. All proponents whether successful or not will be notified of results, in writing at a later date.

The Corporation of the City of Temiskaming Shores
By-law No. 2020-000

Being a by-law to enter into an agreement with
Alvin Caldwell Sand & Gravel Ltd. for the
Crushing and Stockpiling of Granular “M”

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality’s ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council reviewed Administrative Report No. PW-012-2020 at the May 5th, 2020 Regular meeting of Council and directed staff to prepare the necessary by-law to enter into an agreement with Alvin Caldwell Sand & Gravel Ltd. for the Crushing and Stockpiling of Granular “M” for consideration at the May 5th, 2020 Regular Meeting of Council;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Alvin Caldwell Sand & Gravel Ltd. for the Crushing and Stockpiling of a maximum 15,000 tonne of Granular “M” in the unit cost of \$6.35 per tonne plus applicable taxes, a copy of which is attached hereto as Schedule “A” and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 5th day of May 2020.

Mayor – Carman Kidd

Clerk – Logan Belanger



Schedule “A” to

By-law 2020-000

Agreement between

The Corporation of the City of Temiskaming Shores

and

Alvin Caldwell Sand & Gravel Ltd.

for the Crushing and Stockpiling of Granular “M”

This agreement made in duplicate this 5th day of May 2020.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

Alvin Caldwell Sand & Gravel Ltd.
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores
Crushing and Stockpiling of Granular "M"
TENDER No. PWO-RFT-004-2020**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
c) Complete, as certified by the Director, all the work by **June 30th, 2020.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid at a unit cost of Six Dollars and Thirty-five Cents (\$6.35) per tonne plus applicable taxes subject to additions and deductions as provided in the Contract Documents.
b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by post or telegram addressed as follows:

The Contractor: **Alvin Caldwell Sand & Gravel Ltd.**
P.O. Box 502
New Liskeard, Ontario
P0J 1P0

The Owner: **Corporation of the City of
Temiskaming Shores**
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Director: **The Director of Public Works
City of Temiskaming Shores**
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of this page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Contractor's Seal)

Alvin Caldwell Sand & Gravel Ltd.

Signature

Print Name: _____

Title: _____

Signature - Witness

Print Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Municipal Seal)

Mayor – Carman Kidd

Clerk – Logan Belanger



Appendix 01 to
Schedule "A" to

By-law No. 2020-000

Form of Agreement

Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

The Contractor has carefully examined the Provisions, Plans, Specifications and OPS General Conditions of Contract referred to in the schedule of provisions, The Contractor understands and accepts the said Provisions, Plans, Specifications and General Conditions and, for the prices set forth in the Tender, hereby offer to furnish all machinery tools, apparatus and other means of construction, furnish all material, except as otherwise specified in the contract. The work must be completed in strict accordance with the Provisions, Plans, Specifications and General Conditions referred to in the said schedule.

All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs but net of taxes. Taxes on the total costs should be shown separately.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

Item No.	Material	Quantity	Unit Price	Total
1	GRANULAR "M" 5/8 as per OPSS 1010, crush and stockpile at Contractors location within 5 kms of Temiskaming Shores.	15,000 tonnes	6.35	95,250.00
SUB-TOTAL:				95,250.00
HST:				12,382.50
TOTAL				107,632.50

Page 1 of 6 to be submitted

I/We Chuck Caldwell offer to supply the requirements stated within.

The corresponding total cost of \$ 107632.50 Tax included.

I/We guarantee the availability of the required materials stockpiled at the Contractors location considered to be Main pit, Firstbrook township pit, located within 5 kms of the outside boundaries of Temiskaming Shores.

I/We hold the prices valid for 30 (thirty) days from submission date.

I/We shall endeavor to complete the work by June 30th, 2020.

The specifications have been read over and agreed to this 23 day of April 2020

Company Name	Contact name (please print)
<u>Alvin Caldwell Sand + Gravel Ltd.</u>	<u>Chuck Caldwell</u>
Mailing Address	Title
<u>437110 Hawn drive. New Liskeard, On. Box 502</u>	<u>President.</u>
Postal Code	Authorizing signature <u>Chuck Caldwell</u> "I have the authority to bind the company/corporation/partnership."
Telephone	Fax
<u>705-647-5369</u>	<u>705-647-5372.</u>
Cell Phone if possible	Email
<u>705-648-3699.</u>	<u>Chuck@CaldwellConstruction.ca</u>

**City of Temiskaming Shores
PWO-RFT-004-2020
Supply and Stockpile Granular M**

Non Collusion Affidavit

I/ We Chuck Caldwell the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at CC
23 this 23 day of April, 2020.
New Liskeard.

Signed Chuck Caldwell
Company Name Alvin Caldwell Sand + Gravel Ltd.
Title President.

City of Temiskaming Shores
PWO-RFT-004-2020
Supply and Stockpile Granular M

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at New Liskeard this 23 day of April, 2020.

Firm Name Alvin Caldwell Sand + Gravel Ltd.

Bidder's Authorization Official Chuck Caldwell

Title President.

Signature Chuck Caldwell

**City of Temiskaming Shores
PWO-RFT-004-2020
Supply and Stockpile Granular M**

SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)
N/A		

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Chuck Caldwell
Print Name

Chuck Caldwell
Signature

Page 5 of 6 to be submitted

Schedule "B"

Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name Chuck Caldwell Company Name Alvin Caldwell Sand + Gravel Ltd.

Phone Number 705-647-5369 Address 437110 Hawk drive, New Liskeard, On.

I, Chuck Caldwell, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, _____, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serveability/splash.html.

Date: April 23, 2020

Subject: Tender Award – Concrete Sidewalk
& Curb Repairs

Report No.: PW-013-2020
Agenda Date: May 5th, 2020

Attachments

Appendix 01: Tender Results

Appendix 02: Draft Agreement

Appendix 03: Form of Tender, Appendix 1 to Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-013-2020; and
2. That Council directs staff to prepare the necessary by-law and agreement with *Pedersen Construction (2013) Inc.* for the 2020 Concrete Sidewalk and Curb Repair contract, at unit costs of \$169.00 per square metre of sidewalk and \$169.00 per linear metre of concrete curb and gutter plus applicable taxes, for consideration at the May 5, 2020 Regular Council Meeting.

Background

Each year the City of Temiskaming Shores is required to repair a varying amount of concrete sidewalk and curb and gutter damaged during winter excavations for sewer and water repairs. Due to a significant workload in 2020 the Public Works Dept. City has again opted to procure the services of experienced and qualified contractors for the provision of sidewalk and curb repair services at various locations within the City of Temiskaming Shores.

The work consists generally of the supply of all labour, equipment and as per specifications, for the successful repair of concrete sidewalk and curb & gutter various locations within the City boundaries as directed by the Superintendent of Transportation or designate. It is understood that the Contractor shall have sufficient knowledge and expertise in concrete placement and the repair process and shall have the ability to administrate the project as well as operate all equipment.

The Request for Tender document was prepared and PWO-RFT-003-2020 was distributed to local known potential bidders and was posted on the City's web site. The closing date was 2:00 p.m. on Tuesday April 28th, 2020.

Analysis

Two (2) electronic responses to the tender request were received by the closing date.

Bidder	Unit Price per Sq. Metre	Unit Price per Linear Metre
Pedersen Const.	\$169.00	\$169.00
Demora Const.	\$180.00	\$185.00

Pedersen Construction has successfully completed similar projects in Temiskaming Shores and has demonstrated the ability to successfully complete work as intended. Demora Construction is relatively new in the area, however, do have experienced concrete finishers at their disposal.

The tenders were analysed for errors and/or omissions and both were found to be correct and complete. The process for obtaining competitive pricing was in keeping with the City's Procurement Policy (By-Law 2017-015).

Relevant Policy / Legislation/City By-Law

- 2020 Public Works Operations Budget
- By-Law No. 2017-015, Procurement Policy, Section 10.3 Request for Tenders

Asset Management Plan Reference

- N/A

Consultation / Communication

- 2020 Budget Deliberations
- Tender opening – April 28th, 2020
- Public Works Committee meeting – April 30th, 2020
- Administrative Report PW-013-2020, dated May 5th, 2020

Financial / Staffing Implications

This item has been approved in the current budget: Yes No N/A

This item is within the approved budget amount: Yes No N/A

The monies required for the repair work will be drawn from the Environmental Operation Budget as per past practise (water and sewer repairs) or the Roadways Budget as required.

Given that the Department is still encountering sewer, water and roadway issues that will affect the final total of repairs required, a surface area estimate of 450 sq. m for sidewalk

and 120 linear metres for curb replacement was used for tendering purposes. It is recommended that the award of this work be based on unit costs and that the work will be charged to the appropriate accounts within the operations budget.

Staffing implications related to this matter are limited to normal administrative functions and duties as well as verifying field measurements.

Alternatives

Due to workload, completing the work internally was not considered.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"original signed by"

"original signed by"

G. Douglas Walsh, CET
Director of Public Works

Christopher W. Oslund
City Manager

Document Title: **PWO-RFT-003-2020 Sidewalk and Curb repairs**

Closing Date: **Tuesday, April 28, 2020**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: **2:30 p.m.**

Attendees via teleconference: **705-672-2733 Ext. 774**

City of Temiskaming Shores:

David Treen, Clerk	Doug Walsh	Airianna Levielle
Logan Belanger, Clerk		

Others:

Alex Pedersen		

Submission Pricing

Bidder: Pedersen

Sidewalks (450 m ²):	\$ 76,050.00
Curbs (120 m):	\$ 20,280.00
Sub-Total:	\$ 96,330.00
HST:	\$ 12,522.90
Total:	\$ 108,852.90

Bidder: Demora

Sidewalks (450 m ²):	\$ 81,000.00
Curbs (120 m):	\$ 22,200.00
Sub-Total:	\$ 103,200.00
HST:	\$ 13,416.00
Total:	\$ 116,616.00

Bidder:

Sidewalks (450 m ²):	\$
Curbs (120 m):	\$
Sub-Total:	\$
HST:	\$
Total:	\$

Bidder:

Sidewalks (450 m ²):	\$
Curbs (120 m):	\$
Sub-Total:	\$
HST:	\$
Total:	\$

Bidder:

Sidewalks (450 m ²):	\$
Curbs (120 m):	\$
Sub-Total:	\$
HST:	\$
Total:	\$

Bidder:

Sidewalks (450 m ²):	\$
Curbs (120 m):	\$
Sub-Total:	\$
HST:	\$
Total:	\$

Note: All offered prices are offers only and subject to scrutiny. Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. All proponents whether successful or not will be notified of results, in writing at a later date.

The Corporation of the City of Temiskaming Shores

By-law No. 2020-000

Being a by-law to enter into an agreement with Pedersen Construction (2013) Inc. for the supply of labour, equipment and material for Concrete Sidewalk and Curb Repair Services at various locations within the City of Temiskaming Shores

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-024-2018 at the April 17th, 2018 Regular meeting of Council and directed staff to prepare the necessary by-law to enter into an agreement with Pedersen Construction (2013) Inc. for the supply of labour, equipment and material for Concrete Sidewalk and Curb Repair Services for consideration at the May 5th, 2020 Regular meeting of Council;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Pedersen Construction (2013) Inc. for the supply of labour, equipment and material for Concrete Sidewalk and Curb Repair Services at various locations in the City of Temiskaming Shores, at unit cost of \$169.00 per square metre of sidewalk and \$169.00 per linear metre of concrete curb and gutter plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 5th day of May, 2020.

Mayor – Carman Kidd

Clerk – Logan Belanger



Schedule “A” to

By-law 2020-000

Agreement between

The Corporation of the City of Temiskaming Shores

and

Pedersen Construction (2013) Inc.

for the Supply of Concrete Sidewalk and Curb Repair Services

This agreement made in duplicate this 5th day of May 2020.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

Pedersen Construction (2013) Inc.
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores
Supply Sidewalk and Curb Construction Services
Tender No. PWO-RFT-003-2020**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents attached hereto as Appendix 01 and forming part of this agreement; and
c) Complete, as certified by the Director, all the work by **October 31st, 2020.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid **at unit cost of \$169.00 per square metre of sidewalk and \$169.00 per linear metre of concrete curb and gutter plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by post or telegram addressed as follows:

The Contractor:

Pedersen Construction (2013) Inc.
P.O. Box 2409
New Liskeard, Ontario
P0J 1P0

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Director:

Director of Public Works
City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Contractor's Seal)
(if applicable))

Municipal Seal)

Pedersen Construction (2013) Inc.

Secretary -Treasurer – Alec Pedersen

Witness

Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – Logan Belanger



Appendix 01 to
Schedule "A" to

By-law No. 2020-000

Form of Agreement

Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

I/We, the undersigned, have carefully examined the Provisions, Plans, Specifications and OPS General Conditions of Contract referred to in the schedule of provisions, and has carefully examined the site and location of the work to be done under this contract. The Contractor understands and accepts the said Provisions, Plans, Specifications and General Conditions and, for the prices set forth in the Quotation, hereby offer to furnish all machinery tools, apparatus and other means of construction, furnish all material, except as otherwise specified in the contract. The work must be completed in strict accordance with the Provisions, Plans, Specifications and General Conditions referred to in the said schedule.

All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs but net of taxes. Taxes on the total costs should be shown separately.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

Item	Description		Quoted price per m2	Total
1	Construction and installation of concrete sidewalk in accordance with OPSS 351 (Nov. 2010)	Approx. 450 square meters(m2) - sidewalk at various locations	\$169.00 / m2	\$76,050.00
2	Construction and installation of concrete curb in accordance with OPSS 351 (Nov. 2010)	Approx. 120 metres - curb at various locations	\$169.00 /m	\$20,280.00
Sub-Total:				\$ 96,330.00
H.S.T.:				\$ 12,522.90
Total:				\$108,852.90

Page 1 of 6 to be submitted

I/We Pedersen Construction (2013) Inc. offer to supply the requirements stated within for the total contract price of \$ 96,330.00 + H.S.T.

I/We hold the prices valid for 30 (thirty) days from submission date.

The specifications have been read over and agreed to this 22nd day of April, 2020.

Company Name Pedersen Construction (2013) Inc.	Contact name (please print) Alec Pedersen
Mailing Address P.O. Box 2409 New Liskeard, Ontario	Title Secretary-Treasurer
Postal Code POJ 1P0	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone (705) 647-6223	Fax (705) 647-8851
Cell Phone if possible (705) 647-2707	Email apedersen@pedersenconstruction.ca

Page 2 of 6 to be submitted

**City of Temiskaming Shores
PWO-RFT-003-2020
Sidewalk and Curb Repairs**

Non Collusion Affidavit

I/ We Alec Pedersen the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at New Liskeard this 22nd day of April, 2020.

Signed



Company Name

Pedersen Construction (2013) Inc.

Title

Secretary-Treasurer

Page 3 of 6 to be submitted

City of Temiskaming Shores

**Sidewalk and Curb Repairs
PWO-RFT-003-2020**

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at New Liskeard this 22nd day of April, 2020.

Firm Name Pedersen Construction (2013) Inc.

Bidder's Authorization Official Alec Pedersen

Title Secretary-Treasurer

Signature Alec Pedersen

Page 4 of 6 to be submitted

**City of Temiskaming Shores
Sidewalk and Curb Repairs
PWO-RFT-003-2020**

SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)
Not Applicable		

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Alec Pedersen
Print Name


Signature

April 22, 2020
Date

Page 5 of 6 to be submitted

Schedule "B"

Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name: Alec Pedersen Company Name: Pedersen Construction (2013) Inc.

Phone Number: (705) 647-6223 Address: P.O. Box 2409, New Liskeard, Ontario P0J 1F0

I, Alec Pedersen, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, _____, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serve-ability/splash.html.

Date: April 22, 2020

Subject: Tender Award – 2020 Asphalt Patching **Report No.:** PW-014-2020
Agenda Date: May 5th, 2020

Attachments

- Appendix 01:** Tender Results
- Appendix 02:** Draft Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-014-2020; and
2. That Council directs staff to prepare the necessary by-law and agreement with Miller Paving Ltd. for the award of the 2020 Asphalt Patching contract at the unit price of \$51.30 per square metre for 50 mm thickness and \$92.30 per square metre for 90 mm thickness plus applicable taxes for consideration at the May 5, 2020 Regular Council Meeting.

Background

Each year the City of Temiskaming Shores procures the services of qualified contractors for the provision of asphalt patching services at various locations within the City of Temiskaming Shores.

The work consists generally of the supply of all materials as per specifications, labour and equipment for the successful installation of asphalt patches located at various locations within the City boundaries as directed by the Superintendent of Transportation or designate. It is understood that the Contractor shall have sufficient knowledge and expertise in the asphalt repair process and shall have the ability to administrate the project as well as operate all equipment.

The Request for Tender documents were prepared and PWO-RFT-002-2020 was distributed to previous and known potential bidders with closing date at 2:00 p.m. on Tuesday April 28th, 2020.

Analysis

Two (2) responses to the tender request were received electronically by the closing date.

Bidder	Unit Cost 50 mm Thickness	Unit Cost 90 mm Thickness
Miller Paving Limited	\$51.30	\$92.30
Demora Construction	\$55.00	\$95.00

Miller Paving Limited and Demora Construction have all successfully completed similar projects in Temiskaming Shores and have demonstrated the ability to successfully complete this work as intended. Between 2014 & 2019 Miller Paving were the successful Contractor, however, sub-contracted the work to both Loach Asphalt and Demora Construction due to work load and scheduling conflicts.

The tenders were analysed for errors and/or omissions and each tender was found to be correct and complete. The process for obtaining competitive pricing was in keeping with the City’s Procurement Policy (By-Law 2017-015).

Relevant Policy / Legislation/City By-Law

- 2020 Public Works Operations Budget
- By-Law No. 2017-015, Procurement Policy, Section 10.3 Request for Tenders

Asset Management Plan Reference

- N/A

Consultation / Communication

- 2020 Budget Deliberations
- PWO-RFT-002-2020 Tender opening – April 28th, 2020
- Public Works Committee meeting – April 30th, 2020
- Administrative Report PW-014-2020, dated May 5th, 2020

Financial / Staffing Implications

This item has been approved in the current budget: Yes No N/A

This item is within the approved budget amount: Yes No N/A

The 2020 Budget includes allocated funds within the Environmental and Transportation Operating Budgets to address asphalt repairs due to water and sewer ruptures as well as surface failures and will be distributed as applicable.

Given that the Department is still encountering sewer, water and roadway issues that will affect the final total of surface repairs required, a surface area estimate of 3,000 sq. m for 50 mm thickness and 1,750 sq. m for 90 mm thickness was used for tendering purposes. It is recommended that the award of this work be based on unit costs and that the work will be charged to the appropriate accounts within the operations budget.

Staffing implications related to this matter are limited to normal administrative functions and duties as well as verifying field measurements.

Alternatives

No alternatives were considered.

Submission

Prepared by:

"original signed by"

G. Douglas Walsh, CET
Director of Public Works

Reviewed and submitted for
Council's consideration by:

"original signed by"

Christopher W. Oslund
City Manager

Document Title: **PWO-RFT-002-2020 Asphalt Patching Services**

Closing Date: **Tuesday, April 28, 2020**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: **2:15 p.m.**

Attendees via teleconference: **705-672-2733 Ext. 774**

City of Temiskaming Shores:

David Treen, Clerk	Doug Walsh	Airianna Levielle
Logan Belanger, Clerk		

Others:

Submission Pricing

Bidder: Demora

Patching (50 mm):	\$ 165,000.00
Patching (90 mm):	\$ 166,250.00
Sub-Total:	\$ 331,250.00
HST:	\$ 43,062.50
Total:	\$ 374,312.50

Bidder: Miller Paving

Patching (50 mm):	\$ 153,900.00
Patching (90 mm):	\$ 161,525.00
Sub-Total:	\$ 315,425.00
HST:	\$ 41,005.25
Total:	\$ 356,430.25

Bidder:

Patching (50 mm):	\$
Patching (90 mm):	\$
Sub-Total:	\$
HST:	\$
Total:	\$

Bidder:

Patching (50 mm):	\$
Patching (90 mm):	\$
Sub-Total:	\$
HST:	\$
Total:	\$

Bidder:

Patching (50 mm):	\$
Patching (90 mm):	\$
Sub-Total:	\$
HST:	\$
Total:	\$

Bidder:

Patching (50 mm):	\$
Patching (90 mm):	\$
Sub-Total:	\$
HST:	\$
Total:	\$

Note: All offered prices are offers only and subject to scrutiny. Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. All proponents whether successful or not will be notified of results, in writing at a later date.

The Corporation of the City of Temiskaming Shores

By-law No. 2020-000

Being a by-law to enter into an agreement with Miller Paving Limited for the supply of labour, equipment and material for Asphalt Patching Services at various locations within the City of Temiskaming Shores

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-014-2020 at the May 5th, 2020 Regular meeting of Council and directed staff to prepare the necessary by-law to enter into an agreement with Miller Paving Limited for the supply of labour, equipment and material for Asphalt Patching Services for consideration at the May 5th, 2020 Regular meeting of Council;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Miller Paving Limited for the supply of labour, equipment and material for Asphalt Patching Services at various locations in the City of Temiskaming Shores, the unit price of \$51.30 per square metre for 50 mm thickness and \$92.30 per square metre for 90 mm thickness plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 5th day of May, 2020.

Mayor – Carman Kidd

Clerk – Logan Belanger



Schedule “A” to

By-law 2020-000

Agreement between

The Corporation of the City of Temiskaming Shores

and

Miller Paving Limited

for the Supply of Asphalt Patching Services

This agreement made in duplicate this 5th day of May 2020.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called “the Owner”)

and

Miller Paving Limited
(hereinafter called “the Contractor”)

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores
Supply and Application of Asphalt Patching Services
Tender No. PWO-RFT-002-2020**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents attached hereto as Appendix 01 and forming part of this agreement; and
- c) Complete, as certified by the Director, all the work by **October 31st, 2020.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid **at the unit price of \$51.30 per square metre for 50 mm thickness and \$92.30 per square metre for 90 mm thickness plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by post or telegram addressed as follows:

The Contractor:

Miller Paving Limited
P.O. Box 248
New Liskeard, Ontario
P0J 1P0

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Director:

Director of Public Works
City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of this page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Contractor's Seal)
(if applicable))

Municipal Seal)

Miller Paving Limited

Estimating Manager – Britt Herd

Witness
Name: _____
Title: _____

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – Logan Belanger



Appendix 01 to
Schedule "A" to

By-law No. 2020-000

Form of Agreement

Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

I/We, the undersigned, have carefully examined the Provisions, Plans, Specifications and OPS General Conditions of Contract referred to in the schedule of provisions. The Contractor understands and accepts the said work must be completed in strict accordance with Provisions, Plans, Specifications and General Conditions and, for the prices set forth in the Quotation, hereby offer to furnish all machinery tools, apparatus and other means of construction, furnish all material, except as otherwise specified in the contract. All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs but net of taxes. Taxes on the total costs should be shown separately.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

Item	Description	Estimated Quantity for Bidding Purposes	Quoted price per square meter (m2)	Total Price
1	Preparation of base, supply and placement of Hot Mix Asphalt materials as described within. The City shall pay for depths of 50 mm thickness only.	Approx. 3,000 m ² - various locations	\$51.30	\$153,900.00
2	Preparation of base, supply and placement of Hot Mix Asphalt materials as described within. The City shall pay for depths of 90 mm thickness only.	Approximately 1,750 m ² - various locations	\$92.30	\$161,525.00
SUB-TOTAL:				\$315,425.00
HST:				\$41,005.25
TOTAL				\$356,430.25

I/We Miller Paving Limited offer to supply the requirements stated within.

the corresponding total cost of \$ 356,430.25 Tax included.

I/We hold the prices valid for 30 (thirty) days from submission date.

I/We will deliver the required services / equipment within 4 weeks from receiving a signed order. (Weather permitting)

The specifications have been read over and agreed to this 28th day of April 2020

Company Name Miller Paving Limited	Contact name (please print) Britt Herd
Mailing Address Box 248 New Liskeard, ON	Title Senior Manager, Estimating & Contracts
Postal Code P0J 1P0	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone 705-647-4331	Fax 705-647-3611
Cell Phone if possible 705-648-5428	Email britt.herd@millergroup.ca

City of Temiskaming Shores

**PWO-RFT-002-2020
Asphalt Patching Services**

Non Collusion Affidavit

I/ We Miller Paving Limited the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.


Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at New Liskeard this 28th day of April, 2020

Signed



Company Name

Miller Paving Limited

Title

Vice-President, Northern Group



**City of Temiskaming Shores
PWO-RFT-002-2020
Asphalt Patching Services**

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no *(strike out inapplicable portion)* knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at New Liskeard this 28th day of April, 2020

Firm Name Miller Paving Limited

Bidder's Authorization Official Jean-Pierre Breton

Title Vice-President, Northern Group

Signature 

Page 4 of 6 to be submitted

**City of Temiskaming Shores
PWO-RFT-002-2020
Asphalt Patching Services**

SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Jean Pierre Breton

Printed



Signed

Page 5 of 6 to be submitted

Schedule "B"

Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name Miller Paving Limited Company Name

Phone Number 705-647-4331 Address 704024 Rockley Road New Liskeard

I, Jean Pierre Breton, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, _____, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serveability/splash.html.

Date: April 28, 2020

Page 6 of 6 to be submitted



Your clearance(s) / Vos certificats de décharge

We confirm that the business(es) listed below are active and in good standing with us.

Nous confirmons que la ou les entreprises énumérées ci-dessous sont actives et que leurs comptes sont en règle.

Contractor legal or trade name / Raison sociale et appellation commerciale de l'entrepreneur	Contractor address / Adresse de l'entrepreneur	Contractor NAICS Code and Code Description / Code du SCIAN de l'entrepreneur et description	Clearance certificate number / Numéro du certificat de décharge	Validity period (dd-mmm-yyyy) / Période de validité (jj- mmm-aaaa)
MILLER PAVING LIMITED / MILLER PAVING	505 MILLER AVENUE, MARKHAM, ON, L6G1B2, CA	212315: Limestone mining and quarrying 484232: Dry bulk materials trucking, long distance 327320: Ready-mix concrete manufacturing 488490: Other support activities for road transportation 237310: Highway, street and bridge construction 324190: Other petroleum and coal product manufacturing	A0000GM85D	20-Feb-2020 to 19-May-2020

Under Section 141 of the *Workplace Safety and Insurance Act*, the WSIB waives our right to hold the principal (the business that has entered into a contractual agreement with the contractor/subcontractor) liable for any unpaid premiums and other amounts the contractor may owe us for the validity period specified.

Aux termes de l'article 141 de la *Loi sur la sécurité professionnelle et l'assurance contre les accidents du travail*, la WSIB renonce à son droit de tenir l'entrepreneur principal (l'entreprise qui a conclu une entente contractuelle avec l'entrepreneur ou le sous-traitant) responsable de toute prime impayée et autre montant que l'entrepreneur pourrait lui devoir pour la période de validité indiquée.

WSIB Head Office: 200 Front Street West
Toronto, Ontario, Canada M5V 3J1

Siège social : 200, rue Front Ouest
Toronto (Ontario) Canada M5V 3J1

1-800-387-0750 | TTY/ATS 1-800-387-0050
employeraccounts@wsib.on.ca | wsib.ca

The Corporation of The City of Temiskaming Shores

By-law No. 2020-044

**Being a by-law to appoint Logan Belanger as the
Municipal Clerk for the City of Temiskaming Shores**

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas the Municipal Clerk will be retiring effective May 1, 2020;

And whereas Council considered Memo No. 007-2020-CS at the May 5, 2020 Regular Council meeting and directed staff to prepare the necessary by-law to appoint Logan Belanger as Municipal Clerk for consideration at the May 5, 2020 Regular Council meeting.

And whereas Council, at their February 19, 2013 Regular meeting, adopted Resolution No. 2013-082 appointing David B. Treen as Municipal Clerk effective September 3, 2013 and directed staff to prepare the necessary by-law for the said appointment;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Logan Belanger be hereby appointed as Municipal Clerk for The Corporation of the City of Temiskaming Shores effective May 5, 2020.

Read a first, second and third time and finally passed this 5th day of May, 2020.

Mayor – Carman Kidd

Deputy Clerk – Christopher W. Oslund

The Corporation of the City of Temiskaming Shores

By-law No. 2020-045

Being a by-law to authorize an Agreement with D.M. Wills Associates Limited for the performance of Bi-annual Bridge Inspection Services and roof inspections at the New Liskeard Pool Fitness Centre as well as the Don Shepherdson Memorial and Haileybury Arenas

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-011-2020 at the May 5, 2020 Regular Council meeting and directed staff to prepare the necessary by-law and agreement for the bi-annual bridge inspection and various roof inspections contract with D.M. Wills Associates Limited at an upset limit of \$10,888.00 for consideration at the May 5, 2020 Regular Council meeting;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That the Mayor and Clerk be authorized to enter into an Agreement with D.M. Wills Associates Limited for bi-annual bridge inspection and roof inspections for a total upset limit of \$10,888.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-law and schedule as may be deemed necessary after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law.

Read a first, second and third time and finally passed this 5th day of May, 2020.

Mayor - Carman Kidd

Clerk – Logan Belanger



Schedule “A” to

By-law 2020-045

Agreement between

The Corporation of the City of Temiskaming Shores

and

D.M. Wills Associates Limited

for the Bi-annual Bridge Inspections and various
Roof Inspections

This agreement made in duplicate this 5th day of May, 2020.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

D. M. Wills Associates Limited
(hereinafter called "the Consultant")

Witnesseth:

That the Owner and the Consultant shall undertake and agree as follows:

Article I:

The Consultant will:

- a) Provide all material and perform all work described in the following guiding documents:
 - i. Request for Proposal PW-RFP-002-2020; and
 - ii. D. M. Wills Associates Limited submission in response to PW-RFP-002-2020.
- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
- c) Complete, as certified by the Engineer, all the work by **October 31st, 2020.**

Article II:

The Owner will:

- a) Pay the Consultant in lawful money of Canada for the material and services aforesaid **Ten Thousand, Eight Hundred and Eighty-Eight Dollars and Zero Cents (\$10,888.00) plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents,

as fully to all intents and purposes as though recited in full herein.

Article IV:

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Consultant:

D. M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 0B9

Attn.: David Bonsall, P.Eng.

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

Attn.: Douglas Walsh, CET

Remainder of this page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Consultant's Seal)

D. M. Wills Associates Limited

Project Manager – David Bonsall, P.Eng.

Witness - Signature

Print Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Municipal Seal)

Mayor - Carman Kidd

Clerk – Logan Belanger



Appendix 01 to
Schedule "A" to

By-law No. 2020-045

Form of Agreement



PARTNERS IN
ENGINEERING

April 21, 2020

The City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Attention: Mr. David B. Treen, Clerk

**Re: PW-RFP-002-2020
Engineering Services - Bridge, Culvert, and Roof Inspections
D.M. Wills Project No. 20-9250**

D.M. Wills Associates Limited (Wills) is pleased to submit this proposal for Bridge, Culvert and Roof Inspections for the City of Temiskaming Shores, in accordance with Request for Proposal PW-RFP-002-2020.

We are confident that our proposal demonstrates our knowledge and understanding of the assignment and confirms our commitment to meeting the specific project goals and objectives. You will find the Wills Team to be knowledgeable in all areas of the project, with an overall approach that will develop the best solution for the City's needs. **We wish to confirm that information provided in our proposal is accurate.**

This proposal is being submitted by: D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, ON K9J 0B9
Tel. (705) 742-2297
Fax (705) 741-3568
E-mail - dbonsall@dmwills.com

We would welcome any opportunity to elaborate on our team's capabilities and interest in this project.

Sincerely,

A handwritten signature in black ink, appearing to read 'DBonsall'.

David Bonsall, P. Eng.
Manager, Structural Engineering

D.M. Wills Associates Limited
150 Jameson Drive, Peterborough, Ontario, Canada K9J 0B9
P. 705.742.2297 F. 705.741.3568 E. wills@dmwills.com





The City of Temiskaming Shores

Request for Proposal PW-RFP-002-2020

Bridge, Culvert, and Roof Inspection



D.M. Wills Associates Limited
PARTNERS IN ENGINEERING

Peterborough

April 2020

Table of Contents

1.0	INTRODUCTION AND UNDERSTANDING OF RFP OBJECTIVES	1
2.0	EXPERIENCE OF FIRM	2
2.1	SIMILAR WORK EXPERIENCE	2
3.0	QUALIFICATIONS AND EXPERIENCE OF TEAM MEMBERS	4
3.1	PROJECT MANAGEMENT	4
3.2	PROJECT TEAM MEMBERS AND QUALIFICATIONS.....	5
4.0	APPROACH AND METHODOLOGY	6
4.1	WORK PLAN	6
4.2	SERVICES	6
4.3	DELIVERABLES.....	8
5.0	PROPOSED WORK PLAN AND SCHEDULE	8
6.0	ADDITIONAL INFORMATION	8
6.1	CONFLICT OF INTEREST	8
6.2	WORKPLACE SAFETY INSURANCE BOARD (WSIB)	8
6.3	INSURANCE	9
6.4	OCCUPATIONAL HEALTH AND SAFETY	9

Appendices

- Appendix A – Team Member Resumes
- Appendix B – RFP Submission Forms

1.0 Introduction and Understanding of RFP Objectives

D.M. Wills Associates Limited (Wills) has reviewed the Request for Proposal (RFP) document in detail and has a complete understanding of the project. Throughout this proposal Wills demonstrates our methodology and a systemic approach to complete this project to the full satisfaction of the City of Temiskaming Shores (City).

The City is requesting the completion of detailed visual structure inspections for seven (7) bridges and six (6) structural culverts in 2020, in accordance with the Public Transportation and Improvement Act. Specifically, Ontario Regulation 104/97 'Standards for Bridges' made under the Act requires that:

"The structural integrity, safety and condition of every bridge shall be determined through the performance of at least one inspection in every second calendar year under the direction of a professional engineer and in accordance with the Ontario Structure Inspection Manual."

In addition, the City has requested that three (3) building roofs be inspected (two arenas and the Pool Fitness Centre).

The purpose of all inspections is to assess the condition of each structure and ensure, within an economic framework, an acceptable standard of structural condition and safety is maintained. All bridge and culvert inspections will be completed in accordance with the Ontario Structure Inspection Manual (OSIM) dated October 2008. A modified standard will be utilized for the inspections of the three roofs.

Wills acknowledges that the safety for our staff and the public is paramount during completion of the fieldwork. We have an active Health & Safety Committee with corporate policies to address work place hazards, including working around water and highway traffic. Wills is actively working on several bridge and highway projects for the Ministry of Transportation (MTO) and has all safety equipment and traffic control devices available for this assignment. Special attention and training will be implemented for the roof inspections.

Some Key Considerations for successful completion of this assignment:

- ✧ D.M. Wills is registered on the MTO RAQS system for Bridge Engineering – Biennial Inspections and has three available MTO trained OSIM Lead Inspectors.
- ✧ Project Management and regular communications to ensure delivery of the reporting to the City's satisfaction and in advance of the scheduled delivery dates. Immediate notification to the City by our Lead Inspector(s) of any noted unsafe bridge, culvert, or roof conditions.

Wills shall provide the OSIM Bridge and Culvert Inspection Reports and Building Inspection Reports to the City's satisfaction, in both printed and digital formats, and ensure that the contents exceed the City's expectations and requirements as listed in the RFP documentation.

2.0 Experience of Firm

D.M. Wills Associates Limited is a privately-owned Canadian multi-discipline engineering consulting firm established in Peterborough in 1988. Wills currently employs approximately eighty (80) staff, which is made up of engineers, technologists and support staff. Based in Peterborough and with an office in Bancroft, Wills provides consulting civil engineering services throughout Ontario. The Wills team provides reliable, responsible and accountable business practices that ensure customer satisfaction. This project will be managed out of our head office in Peterborough.

Professional engineering services provided by Wills include municipal, transportation, structural, water resources and contract administration. Local knowledge, sound technical resources, and the dedication to quality service enable us to offer reliable and cost effective consulting expertise. We pride ourselves on communicating effectively with clients and offering a high level of professional service.

At Wills, our goal is to be the very best partner possible. After all, the stronger the partnership with our clients, our team and our community, the better the solution.

The firm has demonstrated its ability in the past to communicate well with clients, while at the same time offering a high level of professional service. We have had success in providing consulting services to municipalities because of our interest in the municipalities' needs and concerns and our efforts to know and communicate with Council and staff. Enquiries from clients are acted upon promptly and Wills staff are available on short notice to discuss, review and act upon any queries which may be put forward.

D.M. Wills Associates are listed in the Ministry of Transportation's Registry, Appraisal, and Qualifications System (RAQS) in several Bridge Engineering disciplines, including Bi-ennial Inspections & Bridge Condition Surveys. We have three Professional Engineers (P.Eng.) that have completed the MTO OSIM Training; two will act in the role of Lead Inspectors and one will act independently as the QC Reviewer.

2.1 Similar Work Experience

In the last six (6) years, the Bridge Engineering Team at D.M. Wills lead by Mr. David Bonsall has completed many municipal bridge and culvert inspection projects. These projects included more than 1000 structure inspections in accordance with OSIM procedures and reporting.

The recent and similar projects are listed below for reference:

City of Temiskaming Shores (2015 - 2016)

Completed detailed visual inspection of fifteen (15) bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements. A 5-year Structure Rehabilitation Program was also completed for the City's structures.

District Municipality of Muskoka (2016 - 2019)

Completed detailed visual inspection of ninety-seven (97) bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements. A 5-year Structure Rehabilitation Program was also completed for the District's structures, and a 25-year Asset Management Program was developed.

Township of Central Frontenac (2015 - 2019)

Completed detailed visual inspection of thirty-four (34) bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements. A 5-year Structure Rehabilitation Program was also completed for the Township's structures.

Township of Evantural (2017 - 2019)

Completed detailed visual inspection of eight (8) bridges and culverts in 2019. Project included preparation of 10 Year Capital Budget and Maintenance Plan.

Township of South Frontenac (2015 - 2019)

Completed detailed visual inspection of 52 bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements.

Township of North Frontenac (2015 - 2019)

Completed detailed visual inspection of twenty-seven (27) bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements. A 5-year Structure Rehabilitation Program was also completed for the Township's structures.

Town of Perth (2017 - 2019)

Completed detailed visual inspection of twelve (12) bridge and culvert structures; including report preparation and identification of maintenance, minor repairs, major rehabilitations, structure replacements and PSAB replacement valuations.

City of Kawartha Lakes (2014)

Completed detailed visual inspection of 232 bridges and culverts over a 2-year period in 2009 and 2010; all structures re-inspected in 2011 to move to a true bi-annual inspection program and inspected again in 2014.

3.0 Qualifications and Experience of Team Members

3.1 Project Management

Strong Project Management is the key to success for this project for both parties. In order to complete all inspections and data entry on or before the dates specified in the RFP, it will be necessary to maintain careful control of the project schedule.

To ensure success, Wills has identified **Mr. David Bonsall, P.Eng., Manager, Structural Engineering**, as the Project Manager for this project. Mr. Bonsall, with over 25 years of engineering experience in design and construction, will provide quality control for this project.

Mr. Bonsall has worked in the public sector, responsible for the bridge management programs for both the Regional City of Waterloo and the City of Peterborough. He fully understands the needs of the municipal client and will ensure delivery of a project that matches those needs. As a consultant, Mr. Bonsall has been involved with the inspection, design and construction of municipal, provincial and private structures including bridges, retaining structures, lifting devices and buildings. **Mr. Bonsall has completed the 2014 MTO OSIM Training and completed many bridge inspections and condition surveys for the Ministry and municipal owners.**

As the Manager of Engineering and Construction for the City of Peterborough (2002 – 2008), Mr. Bonsall was responsible for preparing capital budgets for roads, sewers and bridges and developing asset management systems. Under Mr. Bonsall's leadership, the City of Peterborough's Bridge Management System and 10-Year Capital Bridge Program are very well developed and include the introduction of a Bridge Reserve Fund to "smooth" the budget requests year over year as bridge replacements / major rehabilitation are intermixed with minor repairs.

Mr. Bonsall was the PSAB lead for all civil infrastructure data capture and valuation with respect to linear assets (roads, sewers, sidewalks, etc.) and the bridge inventory. Mr. Bonsall prepared OSIM inspection programs for the City of Peterborough and for the Region of Waterloo (former employer). Mr. Bonsall is a former member of the OGRA Curriculum Committee and instructor of the OSIM Bridge Inspection course held annually by the OGRA/MEA. **Mr. Bonsall fully understands the needs of the City of Temiskaming Shores with respect to the OSIM Bridge Inspection program.**

Mr. Bonsall will review all draft and final deliverables to ensure implementation of the highest level of engineering judgment is provided and tailored to the specific and appropriate requirements of the project.

Mr. Bonsall will direct Wills' staff in the completion of the detailed visual bridge inspections, ensure all data conforms to OSIM and City requirements, provide engineering judgment in recommendations for structure repairs / replacement and prioritization, and will personally inspect any structures with identified significant defects. Mr. Bonsall will liaise with City staff and attend all progress meetings, as required.

3.2 Project Team Members and Qualifications

In addition to the OSIM projects noted in this proposal, Wills' Project Team members have considerable bridge inspection, rehabilitation and design experience. We are pleased to present our team members who will be assigned to this project below.

Further details on the experience of the senior project team members are included in the Curriculum Vitae contained in **Appendix A**.

Ghassan Zanzoul, P.Eng.

Lead Inspector / Senior Structural Engineer

Mr. Zanzoul has over twenty-five (25) years of structural engineering experience in structural design and project management. Mr. Zanzoul holds a Master's degree in civil / structural engineering and was previously employed by the Ministry of Transportation (MTO) as a Project Manager / Structural Engineer. He has been involved with the inspection, evaluation and design of provincial bridges and was the Lead Engineer for two (2) large district (Huntsville and Sudbury) OSIM inspection programs for MTO owned structures.

Mr. Zanzoul was Lead Inspector for the completion of the large OSIM Bridge and Culvert inspection programs completed for the District of Muskoka and Townships of Frontenac.

He has also attended the MTO Bridge Inspection Workshops. Mr. Zanzoul's extensive experience related to OSIM inspections will be a great asset to this project.

Troy Steele, P.Eng.

Quality Control / Structural Engineer

Mr. Steele, with 10 years of engineering experience in design and construction, will provide quality control for this project. Mr. Steele has been involved with all bridge inspection programs performed by Wills in the last 10 years, either as an inspector or as quality control for data entry and completeness. **He has also attended the MTO Bridge Inspection Workshops.**

Tim Rosborough, EIT, Alex Payette, EIT; and Amanda Odsen will provide field support and data processing for this project and will report to Mr. Zanzoul and Mr. Bonsall. These staff have been involved with past OSIM Inspections completed by D.M. Wills and are an important part of our inspection teams.

It is our company policy that no one Works Alone and therefore our OSIM Inspection Teams always consist of the Lead (P.Eng.) Inspector and an assistant.

Additional Resources

As a Director of D.M. Wills Associates Limited, Mr. David Bonsall has the authority to assign additional resources to this project if required to maintain the schedule. We are committed to maintaining the project schedule without compromising the quality of the field inspection or final reporting.

In accordance with the RFP Terms of Reference, we acknowledge that no Sub-Consultants or Sub-Contractors will be involved with this assignment. All work will be performed by D.M. Wills Associates and their employees.

4.0 Approach and Methodology

4.1 Work Plan

Upon award of the contract, Wills will execute an Engineering Agreement (Formal Contract) and arrange a start-up meeting with the City to review the scope of work and project schedule.

Our work plan and project methodology is summarized in the following sections covering Services and Deliverables.

4.2 Services

Wills shall provide the following services:

- 1) Prior to the commencement of the field inspections, Wills shall acquaint ourselves with the location of the structure sites and other relevant site conditions which may impact on the planning and carrying out of the inspection work in the field.
- 2) Prior to the commencement of the field inspections, Wills shall review and update all structure data so that inspection forms can be printed for use in the field.
- 3) As part of the field inspection, Wills' inspectors will verify all existing elements and inventory information with observations in the field. We will note any discrepancies and make appropriate revisions on the forms.
- 4) Wills shall carry out the detailed visual inspection of all of the structures by noting and recording defects and deterioration and the condition states of the structure elements in accordance with the OSIM and building inspection procedures and in the format set out in the OSIM manual. We will make sufficient and relevant comments as necessary to describe the condition of the structure and its elements. We will also ensure that the dimensions given for each element are correct and obtain any measurements which may be missing, or incorrect.
- 5) Wills shall identify and record any suspected performance deficiencies in the structural elements.
- 6) Wills shall identify and record any maintenance required to be carried out at the site, and on the structure and its elements.

- 7) Wills shall also note and record recommendations regarding the repair rehabilitation work required for each element on the structures inspected and will recommend and record the time frame within which the work should be carried out.
- 8) Wills shall take a sufficient number of photographs in accordance with the RFP document, the OSIM Manual to clearly identify the structure and the condition of all elements of the structure.
- 9) Wills shall safely carry out the fieldwork in accordance with the Occupational Health and Safety Act.
- 10) Wills shall be responsible for the development and implementation of a plan for worker safety, safety to the traveling public and the procurement of work permits. We will provide traffic control and protection (as described in the Ontario Traffic Control – Book 7 – Temporary Conditions), as required, and associated cost for site work.
- 11) Wills shall be responsible for providing all necessary equipment, materials and labour to do the work as specified in Part 2, Section 1.4 of the OSIM manual.
- 12) Wills shall immediately inform the City's Project Manager of any critical defects or deficiencies (e.g. fatigue cracks in steel girders) and unsafe conditions, which are discovered in the field.
- 13) Wills shall identify any additional investigations, which may be required.
- 14) Wills shall print draft and final OSIM Inspection Reports. The reports will be provided in final copy (one camera ready hard copy along with one digital format copy free of viruses). The plans will be in digital form (AutoCAD 2010), along with one hard copy set (11x17).
- 15) Wills shall produce a cost estimate that identifies recommended bridge and culvert rehabilitation, replacement and maintenance related works as well as roof works that the City can directly insert/program into their overall annual budget for easy implementation. The prioritization methodology and rationale will be discussed with the City during the program's development. Evaluation criteria may include public safety, condition, incremental benefit cost, residual salvage value, etc.

Wills shall also identify maintenance works that City forces can easily implement on an annual (or regularly scheduled) basis.
- 16) Wills shall attend meetings as required to discuss the work and present the final report recommendations.

4.3 Deliverables

Wills shall provide the following Deliverables to the City's satisfaction:

- All bridge and culvert inspections will be done under OSIM standards. Each report will have specific details on the condition of the superstructure.
- All building inspections will be done under normal standards. Each report will have specific details on the condition of the superstructure.
- A Structure Inspection Summary Report, including site specific details on the condition of the bridge, culvert, and roof superstructures, cost estimates of the possible maintenance and rehabilitation the structures may need as well as the timeframe at which they would need to be done, and all other details the OSIM requires.
- Reports will be submitted in printed camera ready hard copy and electronic (MS Office / PDF) formats. All photos will be appropriately labeled and referenced in the reports. In general, the reports will contain a summary of the structure condition and will identify maintenance, repair and rehabilitation needs with recommended completion dates and estimated construction costs.

5.0 Proposed Work Plan and Schedule

The following details our proposed project schedule for this assignment. Should the project be awarded at a later date, our schedule will be adjusted accordingly.

Task Description	Completion Date
<u>2020 OSIM and Building Inspection Program (16 Structures)</u>	
Completion of all detailed visual structural inspections	July 31, 2020
Compilation and entry of field OSIM inspection data	Aug. 31, 2020
Final Report Ready for City Review	Sept. 30, 2020
<i>Submit Final Reports (latest date)</i>	Oct. 30, 2020

Wills is committed to delivering the OSIM Bridge / Culvert Inspection Reports and Building Inspection Reports in accordance with the above schedule.

6.0 Additional Information

6.1 Conflict of Interest

D.M. Wills Associates Limited has no perceived or real conflict of interest in submitting this proposal to perform the outlined work.

6.2 Workplace Safety Insurance Board (WSIB)

Wills is registered with the Workplace Safety Insurance Board (WSIB). A WSIB Clearance Certificate will be provided upon award.

6.3 Insurance

Wills carries \$5,000,000 Professional Liability Insurance together with \$5,000,000 of General Liability Insurance. Wills agrees to indemnify and save harmless The Corporation of the City of Temiskaming Shores for any claim demand arising out of the performance by the consultant. A Certificate of Insurance, with the City of Temiskaming Shores named as additional insured will be provided upon award.

6.4 Occupational Health and Safety

Wills shall adhere to all safety rules, regulations and labour codes in effect in all jurisdictions where the work is performed. Internal Health and Safety policies are in place to protect all workers and are constantly being reviewed and updated by our internal Health and Safety Committee.

A copy of our Corporate Health and Safety Policy can be provided if we are successful in attaining this assignment.

Appendix A

Team Member Resumes

Education

1992 B.A.Sc. (Civil Engineering), University of Waterloo, Ontario

Associations

1994 Professional Engineers Ontario (P.Eng.) since 1994
 2009-Present Ontario Provincial Standards (OPS) – Structures Committee
 2000-2003 Ontario Provincial Standards (OPS) – Structures Committee
 2001-2003 OGRA/MEA Trainer – OSIM Bridge Inspection Course
 2007-2008 Transportation Association of Canada (TAC) – Member, Small Municipalities Task Force
 2006-2008 Municipal Engineers Association (MEA) – Director

Training

2010 MTO - Bridge Inspection Workshop

Professional Experience

2008 to date **D.M. Wills Associates Limited** **Peterborough, ON**

Manager, Structural Engineering / Project Manager
 Responsible for project management, detailed design and final engineering review on municipal and structural engineering projects, including liaison with clients, internal staff, external agencies and the public for private and public sector clients. Leading structural design team for provincial, municipal and private structures; including bridges, dams, commercial and residential buildings, major and minor provincial highway projects. Responsibilities also include overseeing and actively participating in all aspects of design and computer aided drafting of projects, studies, performing field inspections, preparation of deficiency reports, preparation of various technical reports, contract documents, construction cost estimates and payment certificates.

2002 to 2008 **City of Peterborough** **Peterborough, ON**

Manager, Engineering and Construction
 Responsible for the identification, prioritization and budgeting of municipal capital infrastructure projects; including roads, sidewalks, bridges, storm and sanitary sewer systems, storm water management and flood reduction facilities, and street lights. Manage a team of engineers and technologists in the successful completion of in-house design, tendering and construction of City projects as well as managing external consultant studies and assignments. Responsible for the preparation and monitoring of the Division's annual operating (\$1M) and capital (\$15M) budgets. Lead all engineering input and reviews of planning applications, development charge studies, class environmental assessments, utility location approvals, PSAB compliance and asset management systems.

2000 to 2002 **Regional Municipality of Waterloo** **Kitchener, ON**

Senior Project Manager
Project management of in-house and consultant design, tendering and construction of Regional infrastructure projects; including roads, bridges and airport construction projects. Responsible for the preparation of capital budget estimates, direction of design, inspection and survey staff, hiring of consultants and co-ordination of internal Regional resources for the successful completion of projects. Managed the Region's bridge inventory (400+ structures) in accordance with OSIM requirements, operation and maintenance, and capital construction budgets.

1992 to 2000 **MTE Consultants Inc.** **Kitchener, ON**

Senior Engineer/Assistant Director of Engineering
Responsible for project management, detailed design and final engineering review on municipal and structural engineering projects, including liaison with clients, internal staff, external agencies and the public for private and public sector clients. Project management includes the daily scheduling of an in-house staff of junior engineers, technologists, CAD operators and field crews as well as external sub-consultants.

Rehabilitation – General

WP 2186-15-00, 2242-14-00 Highway 35/115 and 401 – **Central Region**
Various Locations - 2018 **Ministry of Transportation**

Condition survey, detailed design, and contract preparation for the replacement / rehabilitation of nine (9) structural culverts in various locations on Highway 35 / 115 and 401. Replacements include large diameter (1.8 m to 3.0 m) pipes installed via trenchless technologies to minimize traffic impacts on these major Highways. Work at rehabilitation sites includes structural tunnel liner plate pipe lining, concrete patching, partial concrete culvert reconstruction / extension, waterproofing, wall drain retrofitting, and rapid replacement of select culvert sections using precast concrete.

GWP 114-88-00 Highway 6 - Bass Creek Culvert **Northeastern Region**
(Site 49-013/C) - 2018 **Ministry of Transportation**

Detailed design and contract preparation for the rehabilitation of a 9.1 m span, cast-in-place concrete arch structure on Highway 6 over Bass Creek on Manitoulin Island. Work included reconstruction of culvert ends, concrete patch repairs to the arch and footings, crack injection, and retrofitting of wall drains.

Rehabilitation of the Craig Street Bridge - 2017 **Town of Perth**

Detailed design, tender preparation, and contract administration for the rehabilitation of a two-span (18.3 m, 18.3 m) cast-in-place concrete arch bridge over the Tay Canal. Work included patch, waterproof paving of the deck, replacement of the steel railing system, construction of new approach slabs, guide rail improvements,

and significant soffit concrete repairs. The soffit repair work was scheduled, staged, and completed in accordance with navigable waterway permitting / requirements.

Rehabilitation of the Wilmot Creek Culvert - 2017

Region of Waterloo

Detailed design, tender preparation, and contract administration for the rehabilitation of a ± 7.0 m span cast-in-place concrete open footing culvert. Work included reinforced concrete overlay, waterproof, and paving, as well as concrete patching and crack injection of the interior walls and soffit.

Rehabilitation of the Baxter Creek Culvert and Echo Lake Bridge

Detail design, tender preparation, and contract administration for the rehabilitation of a cast-in-place concrete structural culvert and cast-in-place concrete single span bridge structure. Work included misc. concrete patching and crack injection to both structures, patch, waterproof, paving and concrete barrier replacement of the Echo Lake Bridge, and safety (fencing) improvements at Baxter Creek Culvert. - 2017

Rehabilitation of the Trussler Road North Bridge - 2017

Region of Waterloo

Detailed design, tender preparation, and contract administration for the rehabilitation of a three span (21.3 m, 29.0 m, 21.3 m) structure over the Nith River, including full superstructure replacement. Work included removal and replacement of the existing concrete deck and girders with new CPCI 1400 girders and cast-in-place concrete deck. The superstructure was reconstructed as a semi-integral abutment design, and included concrete repair / modification of the abutments and piers for the new arrangement. Roadway platform widening and utility relocations were planned and facilitated to allow for adequate room for the substantial craning operation(s).

Rehabilitation of the Trussler Road South Bridge - 2017

Region of Waterloo

Detail design, tender preparation, and contract administration for the rehabilitation of a three span (24.4 m, 36.6 m, 24.4 m) structure over the Nith River. Work included concrete overlay, waterproof, and paving of the deck, reconstruction of deck cantilevers and parapet walls, construction of concrete approach slabs, expansion joint replacement, structural steel diaphragm & shoe plate / bearing replacement completed under jacking, girder cleaning and coating, abutment and pier modification and refacing, miscellaneous concrete patching, and guide rail improvements.

Hope Mill Dam Rehabilitation - 2016

**Otonabee Region
Conservation Authority**

Detailed design, contract preparation, and contract administration for the rehabilitation of the dam adjacent to the historic Hope Mill. Work included concrete patching / refacing, steel gain armouring replacement, and water control measures for the dewatering of the work areas.

Rehabilitation of the Hawkesville Road Bridges - 2016

Region of Waterloo

Detailed design, contract preparation, and contract administration support for the rehabilitation of two (2), 3-span precast concrete I-girder bridges over the Conestogo River. Work included concrete overlay, waterproof, paving, reconstruction of deck cantilevers, parapet walls, and approach slabs, semi-integral abutment conversion, girder end repairs, and shear strengthening of girders by carbon fibre wrapping.

Rehabilitation of the Nafziger Road Bridge - 2016

Region of Waterloo

Detailed design, contract preparation, and contract administration support for the rehabilitation of a 3-span, continuous, haunched solid slab / T-beam bridge over the Nith River. Work included concrete deck patch, waterproof, paving, reconstruction of deck edge / sidewalk, parapet walls, and approach slabs, deck drain replacement, miscellaneous concrete patching, and guide rail improvements.

GWP 4082-11-00 Highway 401

Eastern Region

Wyman Road Underpass (Site 11-208) - 2016

Ministry of Transportation

Detailed design and contract preparation for the rehabilitation of a four (4) span precast concrete I-girder bridge over Highway 401. Work included patch, waterproof, paving of the concrete deck, replacement of the expansion joints at the exterior piers, construction of new concrete approach slabs, replacement of existing steel panel railing with new box beam railing system on new concrete curbs, modification / coating of existing bearing plates, replacement of expansion bearings, and concrete patch repairs / glass fibre reinforced polymer wrapping of concrete girders..

**GWP 2062-13-00 Highway 12 - Nonquon River Bridge
(Site 21-298) - 2016**

**Central Region
Ministry of Transportation**

Detailed design and contract preparation for the rehabilitation of a single span, precast I-girder bridge over the Nonquon River. Work included patch, waterproof, paving of the concrete deck, joint elimination / retrofit to semi-integral abutment geometry, reconstruction of deck cantilevers and barrier walls, jacking and girder repairs / bearing replacement, reconstruction of approach slabs, concrete repairs to soffit and substructure, and drainage improvements on bridge approaches.

Hopewell Creek Bridge, Breslau - 2016

Region of Waterloo

Detailed design and contract preparation for the rehabilitation of a single span rigid frame concrete bridge over Hopewell Creek. Work included patch, waterproof, paving of the concrete deck, removal of reconstruction of the deck cantilevers / sidewalks, construction of new open steel 'balustrade style' parapet walls, replacement of existing utility duct hanger system, and miscellaneous concrete patching to deck soffit, abutments, and wingwalls.

**GWP 2280-15-00 Highway 7 - Little Rouge Creek
Bridge (Site 37-167) - 2016**

**Central Region
Ministry of Transportation**

Detailed design and contract preparation for the rehabilitation of a 3-span precast concrete I-girder bridge over Little Rouge Creek Bridge. Work included removal and replacement of existing concrete overlay, replacement of existing expansion joint assemblies, reconstruction of deck cantilevers with new concrete barrier walls, reconstruction of approach slabs, replacement of existing deck drains, bridge jacking and replacement of bearings, and concrete repairs to girders, soffit, and substructure components.

**GWP 2280-13-00 Highway 12 - Vrooman Creek
Bridges (Sites 22-41 and 22-42) - 2016**

**Central Region
Ministry of Transportation**

Detailed design and contract preparation for the rehabilitation of two (2), single span rigid frame structures over Vrooman Creek at the intersection of Highway 12 and Durham Regional Road 12. Work included patching / overlay, waterproofing, and paving of concrete deck, reconstruction of deck edges / barrier walls, reconstruction of approach slabs, and miscellaneous concrete patching of deck soffit, and substructure.

**GWP 4053-12-00 Highway 401 - Smithfield Road
Underpass (Site 21-298) - 2015**

**Eastern Region
Ministry of Transportation**

Detailed design and contract preparation for the rehabilitation of a 4-span steel girder bridge over Highway 401. Work included patch, waterproof, paving of the concrete deck, elimination of the expansion joints at the abutments (semi-integral abutment design), construction of new concrete approach slabs, replacement of existing steel panel railing with new box beam railing system on new concrete curbs, and concrete patch repairs / glass fibre reinforced polymer wrapping of concrete girders.

Union Creek Culvert, County Road 121- 2014

City of Kawartha Lakes

Detailed design, tender preparation, and inspection / contract administration services for the concrete invert paving rehabilitation of a 4.6 m structural plate pipe culvert.

John Street Bridge, Oshawa - 2014

City of Oshawa

Detailed design, contract preparation, and construction support services for the rehabilitation of a 5-span concrete voided slab bridge over Oshawa Creek. Work included patch, waterproof, paving of the concrete deck, resurfacing of concrete sidewalks, replacement of existing steel panel railing with new concrete parapet wall with aluminum railing, replacement of expansion joint seals and sidewalk cover plates, refacing of concrete wingwalls, and miscellaneous concrete patching on the deck soffit.

Sir Sandford Fleming Drive Bridge over the CPR, Peterborough **City of Peterborough**

Detailed design and contract preparation for the rehabilitation of a 3-span steel girder bridge over the Canadian Pacific Railway. Work included patch, waterproof, paving of the concrete deck, elimination of the expansion joints at the abutments (semi-integral abutment design), elimination of expansion joints over the piers (flexible link slab design with splice plates), construction of new concrete approach slabs, construction of new concrete barrier walls, coating of existing structural steel, and concrete patch repairs to piers. - **2013**

Trent Canal Bridge, Kirkfield - 2013 **City of Kawartha Lakes**

Detailed design, contract preparation and construction inspection of a single span steel girder bridge over the Trent-Severn Waterway system at Mitchell Lake, Kirkfield. Work included patch, waterproof, paving of the concrete deck, construction of new concrete curbs, installation of new box beam railing system, construction of new concrete approach slabs, and concrete patch repairs to the soffit and footings.

Ganaraska River Bridge – 2013 **Northumberland County**

Detailed design and contract preparation for the rehabilitation of a 3-span concrete box girder bridge over the Ganaraska River. Work included patch, waterproof, paving of the concrete deck, elimination of expansion joints (semi-integral abutment design), replacement of existing railing system with new concrete parapet walls, abutment wall refacing, staging and traffic control during construction.

Local Roads Boards Structural Retainer - 2013 **Northeastern Region
Ministry of Transportation**

Detailed design and tender preparation services for the replacement of six (6) structures (four (4) bridges and two (2) structural culverts). Work included removal of existing structures (including associated traffic staging) and installation of new structures. Modular or prefabricated superstructure elements were utilized where possible to allow for rapid replacement (bailey bridges / precast concrete culverts).

Dokis Reserve Road Bridge - 2013 **Dokis First Nation**

Detailed design and contract preparation for the rehabilitation of a single span steel girder bridge over the Little French River. Work included concrete deck overlay, elimination of expansion joints (semi-integral abutment design), construction of new concrete approach slabs, and installation of new deck drain tubes.

**GWP 4059-01-00 Highway 17 – CPR Overhead Bridge
(Site 29-197) - 2012** **Eastern Region
Ministry of Transportation**

Field inspection, detailed design and contract preparation for rehabilitation of 56.4 m long, 3-span CPCI girder bridge with 10.9 m wide concrete deck including expansion joint removal to semi-integral abutment design, replacement of concrete deck cantilevers and barrier walls, girder repairs, abutment refacing and patch-waterproof-paving of the deck.

**GWP 4059-01-00 Highway 17 – Deux Rivieres Creek
Culvert (Site 29-002) - 2012**

**Eastern Region
Ministry of Transportation**

Field inspection, detailed design and contract preparation for the concrete invert paving rehabilitation of a 7.9 m span structural plate corrugated steel pipe arch.

**WP 5561-04-01 Highway 6 – Whitefish River Bridge
(Site 46-260) - 2011**

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detailed design and contract preparation for rehabilitation of 7.6 m long, single span, rigid frame bridge with 12.2 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete sidewalks and balustrades, barrier wall construction, abutment repairs and reconstruction of the top of the wingwalls.

**GWP 5053-05-00 Highway 534 – McQuaby and Beaudry
Creek Culverts (Sites 44-265 and 44-253) - 2011**

Field inspection, detailed design and contract preparation for structural culvert relining at McQuaby Creek and replacement of existing twin culverts at Beaudry Creek with a precast concrete box culvert.

**WP 5504-07-01 Highway 6 – La Cloche Channel Culvert
(Site 49-004) - 2011**

**Northeastern Region
Ministry of Transportation**

Field inspection, detailed design and contract preparation for rehabilitation of 6.1 m span, concrete open footing box culvert, 14.8 m in length, including replacement of concrete headwalls and repair to concrete culvert ends and wingwalls.

**WP 5381-02-01 Highway 6 – CPR Overhead
(Site 46-218) - 2011**

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detailed design and contract preparation for rehabilitation of 58.8 m long, 3-span, T-beam bridge with 10.1 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete curbs and steel railings, PL-2 steel railing construction, deck widening, girder and soffit repairs, fascia refacing and abutment repairs.

**WP 5001-01-01 Highway 6 – CPR Overhead
(Site 46-200) - 2011**

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detailed design and contract preparation for rehabilitation of 15.2 m long, single span, rigid frame bridge with 10.8 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete deck cantilevers and steel railings, parapet wall construction, abutment repairs and reconstruction of the top of the wingwalls.

**GWP 4059-01-00 Highway 17 – CNR Overhead Bridge
(Site 29-193) - 2011**

**Eastern Region
Ministry of Transportation**

Field inspection, detailed design and contract preparation for rehabilitation of 61.0 m long, 3-span post-tensioned void slab bridge with 10.9 m wide concrete deck including expansion joint replacement, replacement of concrete parapet walls and patch-waterproof-paving of the deck.

**GWP 173-98-00 Highway 17 - Bastien and Resmer Creek
Culverts (Sites 43-258 and 43-257) - 2008**

**Northeastern Region
Ministry of Transportation**

Detailed design and contract preparation for concrete invert paving rehabilitations of deteriorated structural culverts.

Rehabilitation of Cannifton Bridge over the Moira River

City of Belleville

Detailed design and contract preparation for the rehabilitation 58.5 m long, two (2) span steel girder bridge. Work included semi-integral abutment conversion, elimination of centre joint via girder splicing, removal and replacement of concrete sidewalks (with embedded Bell ducts), construction of new decorative parapet walls, girder coatings, addition of decorative light standards, patching, waterproofing and paving of the deck and miscellaneous concrete repairs to the substructure.

**10 Structure Rehabilitations on Highway 17,
Sudbury Area**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager for condition survey, detailed design and contract preparation for rehabilitation of ten (10) single and multi-span structures of various configurations (steel I-girder, prestressed concrete girder and post tensioned voided slab). Work included semi-integral abutment conversion or expansion joint replacement, patch-waterproof-paving of the deck, construction of PL-3 barrier walls, abutment wall refacing / repair, girder repairs and other miscellaneous concrete repairs.

**Rehabilitation of 4 Structures on Highway 6,
Sudbury Area**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager for condition Survey, Structural Evaluation and Detail Design for the rehabilitation of three (3) single span cast-in-place concrete rigid frame structures and one (1) three (3) span cast-in-place concrete T-beam bridge on Highway 6.

**Rehabilitation of CPR Overhead Bridge at Nairn Centre on
Highway 17**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager for condition survey and detail design for rehabilitation of the CPR Overhead Bridge at Nairn Centre which included replacement of the existing structural steel girders and concrete deck with precast concrete hollow slabs and a concrete topping. The new superstructure was constructed semi-integral with the

concrete abutments. Other repair works included waterproofing and paving of the concrete deck topping, replacement of the concrete wingwalls, construction of approach slabs, construction of PL-3 concrete barriers on the deck, refacing of the west abutment wall and repairs to the east abutment wall, concrete repairs to the retaining walls and miscellaneous approach works.

**GWP 5053-05-00 Highway 534 – South River Bridge
Rehabilitation (Site 44-033)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Checking Engineer for rehabilitation of 45.7 m long, three (3) span continuous steel girder bridge with 11.3 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing of concrete parapet walls and patch-waterproof-paving of deck.

**GWP 484-98-00 Highway 522 – South River Bridge
Rehabilitation (Site 44-050)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Design Engineer for rehabilitation of 67.4 m long, three (3) span continuous precast concrete girder bridge with 9.4 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing / replacement of concrete barrier walls, repairs to girder ends, and patch-waterproof-paving of deck.

Wabi River Bridge, Highway 11B

City of Temiskaming Shores

Project Manager and Design Engineer for rehabilitation of a four lane, three (3) span concrete deck on steel girder bridge; expansion joint replacement, bridge deck and sidewalk scarifying and concrete overlays, waterproof and pave deck, cleaning and coating girder ends. Tender value \$960,000 (2009).

Lansdowne St. (former Hwy 7) Bridge over the Otonabee River

City of Peterborough

Project Manager for rehabilitation of a 97.8 m long, four (4) span continuous precast concrete box girder bridge with a 18.9 m wide concrete deck over the Otonabee River/Trent Canal including longitudinal joint removal between existing adjacent structures, expansion joint removal to semi-integral abutment design, barrier railing replacement, lighting repairs, concrete overlay on sidewalks and deck, waterproofing and paving. Tender value \$1,480,000 (2008).

Nassau Mills Road Bridge over the Otonabee River

City of Peterborough

Project Manager for the rehabilitation of a two (2) lane, large span, steel plate girder bridge over the Otonabee River. Construction required the installation of temporary traffic controls to single lane. Rehabilitation involved concrete removals and patching, new railings, elimination of transverse expansion joints (semi-integral abutments) and resurfacing.

Grand River Bridge (Conestogo), Reg. Rd. 17

Region of Waterloo

Project Manager for rehabilitation of a multi-span, continuous steel girder bridge including replacement of the reinforced concrete deck complete with new sidewalk, parapet walls, expansion joints and girder bearings. Tender value \$1,165,000 (2001).

Grand River Bridge (Freeport), Reg. Rd. 8 (former Highway 8)

Region of Waterloo

Project Manager for completion of the July 2001 "Freeport Bridge - Bridge Evaluation Study" to provide rehabilitation recommendations for the 150 m long, seven (7) span concrete bowstring arch bridge (Heritage Bridge) over the Grand River. The recommended rehabilitation plan included replacement of the existing bridge deck; replacement of the existing cantilevered sidewalk; restoration of concrete curbs, handrails, arches, hangars, abutments, wingwalls and piers; removal of loose and deteriorated concrete from floor beams, repair with concrete and reinforcement with fibre wrap; and installation of sheet piling around concrete pier footings. Project budget \$1,600,000 (2001).

Design and Evaluation – Single Span

**GWP 5121-05-00 Highway 634 – Burntwood Creek Twin
Culvert Replacement (Site 39E-247)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Design Engineer for detail design, drawing and tender preparation for replacement of two (2) 3.2 m diameter SPCSP culverts with a new precast concrete box culvert under 5 m fill. Existing culverts were severely collapsed with perched ends creating a barrier to fish passage. The new box culvert design includes flow breakers (baffles) to promote fish passage.

**GWP 5175-12-00 Highway 17 & 546 – Blind River
Tributary, Dyke Creek, & Marshall's Creek Culverts
(Sites 38S-418/C, 38S-354/C, & 38S-171/C) - 2018**

**Northeastern Region
Ministry of Transportation**

Detailed design and contract preparation for the replacement of three (3) structural culverts. Replacement structure types were cast-in-place concrete open footing on bedrock (3.0m x 1.2m - Blind River Tributary), twin precast concrete boxes (2 x 3.0 m x 1.8 m - Dyke Creek), and single precast concrete box (3.6 m x 2.4 m – Marshall's Creek). The associated site works also included cast-in-place concrete wingwalls, RSS Walls, and concrete cut-off walls. A staged construction approach was utilized for the two Sites on Highway 17, while a rapid replacement full road closure was utilized for the Highway 546 Site.

Centennial Park Drive Bridge - 2017

City of Kawartha Lakes

Detail design, tender preparation, and contract administration for the replacement of an existing concrete rigid frame structure with a new 4.0 m x 1.5 m precast concrete box culvert with cast-in-place reinforced concrete distribution slab. Work also included armour stone retaining walls, guide rail installation, and erosion control improvements.

The structure replacement took place under full road closure and temporary watercourse bypass utilizing sheet pile cofferdams

Stephenson Road 1 Bridge - 2016

Town of Bracebridge

Detailed design, contract preparation, and contract administration support for the replacement of an existing through-truss structure with a new modular panel bridge on a new alignment. Work included new concrete abutments founded on H-piles driven to rock, RSS walls, erosion control measures, and guide rail improvements. The new structure was also provided with a separated, cantilevered pedestrian sidewalk.

Fleetwood Road Bridges - 2016

City of Kawartha Lakes

Detailed design, contract preparation, and contract administration for the replacement of existing rigid frame structures at two (2) sites with new twin-cell precast concrete box culverts at each location. Work included concrete distribution slabs (due to limited cover constraints), armour stone retaining walls, erosion protection, and guide rail improvements.

Settler's Road Culvert - 2015

City of Kawartha Lakes

Detailed design, contract preparation, and contract administration for the replacement of an existing CSPA with a new 3.1 m x 2.0 m polymer laminated CSPA. Work also included the design of a bypass flow channel under a full roadway closure / detour.

Replacement of the Black Creek Culverts, Road 509

Township of North Frontenac

Replacement of existing culverts with new twin 3.73 m x 2.29 m structural plate corrugated steel pipe arch culverts. - 2015

Shedden Street Culvert, Coboconk - 2013

City of Kawartha Lakes

Detailed design and contract preparation for the replacement of a culvert with a new corrugated steel pipe with polymer coating and construction of a new armour stone spillway designed to dispel energy from upstream lake head.

Local Roads Boards Structural Retainer - 2013

**Northeastern Region
Ministry of Transportation**

Detailed design and tender preparation services for the replacement of six (6) structures (four (4) bridges and two (2) structural culverts). Work included removal of existing structures (including associated traffic staging) and installation of new structures. Modular or prefabricated superstructure elements were utilized where possible to allow for rapid replacement (bailey bridges / precast concrete culverts).

**GWP 4059-01-00 Highway 417 – Tayside Municipal Drain
Culvert (Site 31-351) - 2011**

**Eastern Region
Ministry of Transportation**

Detailed design and contract preparation for the replacement of an existing 96.0 m long structural plate pipe arch with a precast concrete box culvert.

**GWP 5053-05-00 Highway 534 – McQuaby and Beaudry
Creek Culverts (Sites 44-265 and 44-253) - 2011**

Field inspection, detailed design and contract preparation for structural culvert relining at McQuaby Creek and replacement of existing twin culverts at Beaudry Creek with a precast concrete box culvert.

**WP 5004-05-00 Highway 11 – Sharpe’s Creek Twin Culvert
Rehabilitation (Site 42-151)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Design Engineer for detail design, drawing and tender preparation for structural relining of existing twin 4.37 m x 2.87 m x 106 m long SPCSPA culverts lined with structural tunnel plate liners. Tender value \$1,157,000 (2009).

Homer Watson Boulevard/Huron Road Interchange

Region of Waterloo

Design Engineer and Construction Inspector for new Regional Road widening project and full interchange; including geometric design of all vertical and horizontal road and ramp alignments, structural design and drawing preparation, MTO bridge approvals, tender preparation and construction inspection for a 16 m span, super-elevated rigid frame including curved, cast-in-place concrete 4.7 m high retaining walls. Preliminary design completed for a prestressed concrete girder bridge.

University Avenue Extension

Region of Waterloo

Design Engineer and Construction Inspector for structural design, drawing and tender preparation and construction administration for a 9 metre span rigid frame with a length of 42 metres and 4.5 metres of earth surcharge. Grade separation was provided by the construction of geogrid reinforced precast concrete retaining walls to a maximum height of 7.8 metres.

Fischer-Hallman Road Extension

Region of Waterloo

Design Engineer and Construction Inspector for structural design, drawing preparation and construction inspection for the installation of a twin cell box culvert and inlet/outlet headwalls. Drawings were provided to Region for inclusion into their tender documents and inspection services were provided during construction.

**GWP 5053-05-00 Highway 534 – South River Bridge
Rehabilitation (Site 44-033)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Checking Engineer for rehabilitation of 45.7 m long, three span continuous steel girder bridge with 11.3 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing of concrete parapet walls and patch-waterproof-paving of deck.

Design and Evaluation – Complex Structures (Multi-Span)

London Street Generating Station Deck Replacement

Peterborough Utilities

Detail design of substructure repairs, tender preparation, and construction support / liaison services for the replacement of the superstructure of the 13-span dam / generating station structure. The existing structure was replaced with a new structural steel girder bridge complete with steel grating for highway loading and modified to allow dam logging operations. Concrete refacing and patching was completed on the piers and abutments to restore / modify the substructure as necessary. - **2018**

Rehabilitation of the Trussler Road North Bridge - 2017

Region of Waterloo

Detailed design, tender preparation, and contract administration for the rehabilitation of a three span (21.3 m, 29.0 m, 21.3 m) structure over the Nith River, including full superstructure replacement. Work included removal and replacement of the existing concrete deck and girders with new CPCI 1400 girders and cast-in-place concrete deck. The superstructure was reconstructed as a semi-integral abutment design, and included concrete repair / modification of the abutments and piers for the new arrangement. Roadway platform widening and utility relocations were planned and facilitated to allow for adequate room for the substantial craning operation(s).

**WP 5430-06-00 Harmony Beach Road Bridge
(Site 38S-345) - 2011**

**Northeastern Region
Ministry of Transportation**

Detailed design and contract preparation for replacement of 19.0 m long, 5-span timber bridge with a prefabricated steel girder bridge.

**GWP 5053-05-00 Highway 534 – South River Bridge
Rehabilitation (Site 44-033)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Checking Engineer for rehabilitation of 45.7 m long, three span continuous steel girder bridge with 11.3 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing of concrete parapet walls and patch-waterproof-paving of deck.

**GWP 484-98-00 Highway 522 – South River Bridge
Rehabilitation (Site 44-050)**

**Ministry of Transportation,
Northeastern Region**

Bridge Design Manager and Design Engineer for rehabilitation of 67.4 m long, three (3) span continuous precast concrete girder bridge with 9.4 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing/replacement of concrete barrier walls, repairs to girder ends, and patch-waterproof-paving of deck.

Structural Design – Industrial, Commercial and Residential

Seagram's Lofts Condominium Redevelopment – Detailed Design and Construction Supervision, Waterloo

Provided all structural engineering design and review for the redevelopment of the historical Seagram's distillery barrel warehouses into multi-storey, residential lofts. This very complex structural project required the multi-wythe brick external end walls to be fully integrated into the "new" building, requiring multi-phased internal bracing for the masonry walls during construction of the new building inside the old. External wall foundations required careful underpinning due to the excavation of contaminants.

Speciality Structural Design and Analysis

Noise Walls, Retaining Walls, Sign/Pole Foundations and Utility Vaults.

Bi-Ennial (OSIM) Inspections

Detailed Visual Bridge Inspections – Various MTO Structures (2008 – 2009)

10 Structure Rehabilitations on Highway 17, Sudbury Area

Ministry of Transportation,
Northeastern Region

Four (4) three (3) span precast concrete girder bridges ranging in length from 42.8 m to 54.7 m and deck widths ranging from 8.0 m to 13.1 m, over CP Rail line; two (2) two (2) span post-tensioned voided slab bridges measuring 86.5 m and 87.2 m in length with 16.1 m and 19.9 m deck widths, over Highway 17; two (2) three (3) span structural steel girder bridges measuring 101.0 m and 110.3 m in length with 11.2 m deck widths, over the Vermilion River; and twin single span prestressed concrete girder bridges measuring 30.3 m in length with 11.8 m deck widths, over Municipal Road 24.

Rehabilitation of 5 Structures on Highway 6 and 17, Sudbury Area

Ministry of Transportation,
Northeastern Region

A 9.4 m long single-span concrete rigid frame bridge, on Highway 6 over abandoned CP Rail line; a 52.7 m long three (3) span concrete cast-in-place T-beam bridge, on Highway 6 over abandoned CP Rail line; a 15.2 m long single-span concrete rigid frame bridge, on Highway 6 over the Whitefish River; and a 16.2 m long Structural Steel Girder bridge, on Highway 17 at Nairn Centre, over CP Rail tracks.

GWP 484-98-00 Highway 522 – South River Bridge Rehabilitation

Ministry of Transportation,
Northeastern Region

67.4 m long, three (3) span continuous precast concrete girder bridge with 9.4 m wide concrete deck.

**WP 5004-05-00 Highway 11 – Sharpe’s Creek Twin
Culvert Rehabilitation**

**Ministry of Transportation,
Northeastern Region**

Existing twin 4.37 m x 2.87 m x 106 m long SPCSPA culverts lined with structural tunnel plate liners.

GWP 5053-05-00 Highway 534 – Various Structures

**Ministry of Transportation,
Northeastern Region**

45.7 m long, three (3) span continuous steel girder bridge with 11.3 m wide concrete deck and a 3.40 m x 2.01 m x 25.5 m long SPCSPA.

**GWP 5121-05-00 Highway 634 – Burntwood Creek Twin
Culvert Replacement**

**Ministry of Transportation,
Northeastern Region**

Existing twin 3.2 m dia. x 48.5 m long SPCSP culverts complete with internal structural bracing.

OSIM Bridge Inspection Program (2009/2010)

City of Kawartha Lakes

Project Manager and QA/Checker for bi-ennial detailed visual inspection of 116 bridge and culvert structures for the City of Kawartha Lakes; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements.

OSIM Bridge Inspection Program (2009)

City of Oshawa

Project Manager and Field Supervisor for bi-ennial detailed visual inspection of 136 bridge and culvert structures for the City of Oshawa to OSIM standards; including database management, report preparation, and creation of a five (5) year capital program for maintenance, minor repairs, major rehabilitations and structure replacements.

OSIM Bridge Inspection Program (2009)

Town of Kearney

Project Manager and Field Supervisor for bi-ennial detailed visual inspection of nine (9) bridge and culvert structures for the Town of Kearney to OSIM standards; including report preparation and identification of maintenance, minor repairs, major rehabilitations and structure replacements.

**OSIM Bridge Inspection Programs - Region of Waterloo
(2000-2002)**

**City of Peterborough
(2002 – 2008)**

Project Manager for municipal bridge inventories (400+ structures) in accordance with provincial regulations. Procure services of consultants where required to ensure maintenance, structural evaluations, condition surveys and bi-annual inspections are completed. Prepare capital investment plans (five (5) year budget forecasts) for ongoing capital replacement/rehabilitation programs.

OGRA / MEA Trainer – OSIM Bridge Inspection Course (2001-2003)

Condition Surveys

**Ten (10) Structure Rehabilitations on Highway 17,
Sudbury Area**

**Ministry of Transportation,
Northeastern Region**

Design Engineer and Field Supervisor for Detailed Bridge Condition Survey of four (4) three (3) span precast concrete girder bridges ranging in length from 42.8 m to 54.7 m and deck widths ranging from 8.0 m to 13.1 m, over CP Rail line; two (2) two (2) span post-tensioned voided slab bridges measuring 86.5 m and 87.2 m in length with 16.1 m and 19.9 m deck widths, over Highway 17; two (2) three (3) span structural steel girder bridges measuring 101.0 m and 110.3 m in length with 11.2 m deck widths, over the Vermilion River; and twin single span prestressed concrete girder bridges measuring 30.3 m in length with 11.8 m deck widths, over Regional Road 24.

**Rehabilitation of 5 Structures on Highway 6 and 17,
Sudbury Area**

**Ministry of Transportation,
Northeastern Region**

Design Engineer and Field Supervisor for Detailed Bridge Condition Survey of a 9.4 m long single span concrete rigid frame bridge, on Highway 6 over abandoned CP Rail line; a 52.7 m long three (3) span concrete cast-in-place T-beam bridge, on Highway 6 over abandoned CP Rail line; a 15.2 m long single span concrete rigid frame bridge, on Highway 6 over the Whitefish River; and a 16.2 m long Structural Steel Girder bridge, on Highway 17 at Nairn Centre, over CP Rail tracks.

**GWP 5053-05-00 Highway 534 – South River Bridge
Rehabilitation (Site 44-033)**

**Ministry of Transportation,
Northeastern Region**

Design Engineer and Field Supervisor for Detailed Bridge Condition Survey of 45.7 m long, three (3) span continuous steel girder bridge with 11.3 m wide concrete deck including material sampling and testing, half-cell survey, cover meter survey, visual observations, measurements and reporting in accordance with MTO Structure Rehabilitation Manual.

**GWP 484-98-00 Highway 522 – South River Bridge
Rehabilitation (Site 44-050)**

**Ministry of Transportation,
Northeastern Region**

Checking Engineer for Detailed Bridge Condition Survey of 67.4 m long, three(3) span continuous precast concrete girder bridge with 9.4 m wide concrete deck including material sampling and testing, half-cell survey, cover meter survey, visual observations, measurements and reporting in accordance with MTO Structure Rehabilitation Manual.

Lansdowne St. (former Hwy 7) Bridge over the Otonabee River **City of Peterborough**

Project Manager for Detailed Bridge Condition Survey completed to determine rehabilitation strategy for a 97.8 m long, four (4) span continuous precast concrete box girder bridge with an 18.9 m wide concrete deck over the Otonabee River / Trent Canal.

Nassau Mills Road Bridge over the Trent Canal **City of Peterborough**

Project Manager for Detailed Bridge Condition Survey completed to determine rehabilitation strategy for a 75.0 m long, three (3) span continuous precast concrete box girder bridge with a 12.2 m wide concrete deck over the Trent Canal.

Education

- 1992 M.A.Sc. in Civil Engineering (Structural) - Yildiz University, Istanbul, Turkey
1989 B.Sc. in Civil Engineering - Yildiz University, Istanbul, Turkey

Associations

- 2004 Licensed as a Professional Engineer in Ontario

Training

- 2012 Ministry of Transportation Bridge Inspection Workshop
2010 Ministry of Transportation Bridge Inspection Workshop
2004 Value Engineering, SAVE International
2002 Construction Cost Control - George Brown College, Toronto, ON
2002 Construction Administration - George Brown College, Toronto, ON
2001 Project Management Principles - Humber College, Toronto, ON
-

Professional Experience

- | | | |
|--------------|--|-------------------------|
| 2009 to date | <p>D.M. Wills Associates Limited</p> <p>Senior Structural Engineer
Performing structural design and site inspection for various projects such as bridges, multi-story building. Conducting site inspections of existing structures for evaluating the current structural condition and integrity. Preparing preliminary and final structural design reports. Calculating quantities and generating cost estimates. Preparing contract documents for construction projects.</p> | Peterborough, ON |
| 2006 - 2009 | <p>National Engineering Bureau</p> <p>Resident Structural Engineer
Worked as Resident Structural Engineer for two (2) high-rise building projects in Dubai. Managed the structural supervision team, reviewed shop-drawings and contractor technical submittals and solved on-site structural issues.</p> | Dubai, U.A.E. |
| 2003 – 2006 | <p>Ministry of Transportation
Structural Section, Northeastern</p> <p>Structural Engineer
Worked in the Structural Section of the Ministry of Transportation, Northeastern Region, as a Structural Engineer. Managed bridge design assignments, performed bridge structural evaluations and bridge design. Inspected bridges per OSIM requirements and entered the inspection data into the Ministry's BMS system. Prioritized bridges for rehabilitation / replacement and prepared justification reports.</p> | North Bay, ON |

1994 - 2000	Rimal Consultant Civil / Structural Engineer Carried out structural designs, contract document preparation and project management during the design and construction stages for several residential and industrial projects. Projects included five (5) residential multi-storey buildings and several industrial structures.	Dubai, U.A.E.
1989 - 1993	Cema Consultant Structural Design Engineer Carried out a structural design for a two-span steel plate girder bridge with concrete deck, two (2) wastewater treatment plants, a 60 m high steel lattice tower and several other industrial structures and multi-storey buildings. Carried out structural designs, contract document preparation and project management during the design and construction stages for several residential and industrial projects. Projects included five (5) residential multi-storey buildings and several industrial structures.	Istanbul, Turkey

Structural Project Experience

OTTO Holden G.S. Replacement of East Window	Designed structural support system for the 7.5 m x 12.37 m curtain wall glazing.	GDB Constructeurs
OTTO Holden G.S. Roof Fall Arrest and Swing Stage Roof Anchors.	Designed the permanent structural anchoring system for the fall arrest and swing stage.	GDB Constructeurs
Mezzanin Analysis and Reinforcing Building 26	Designed the structural steel system for the mock-up assembly area. The work included evaluating the existing deck and designing a new deck.	BWXT
North Bay Waterfront Rehabilitation	Performed structural design for EA study for new waterfront pier and wharf.	City of North Bay
Bombardier Booth Structures, Kingston, ON	Designed the structural system for moveable water leakage enclosure.	Bombardier Transportation Canada Inc.
Rivera Park Sewage Pumping Station	Design underground reinforced concrete wet well.	City of Kawartha Lakes
Campbellford Water Treatment Plant and Reservoir	Design the reinforced concrete underground water reservoir.	Municipality of Trent Hills

Tube Lake Dam

**MNRF
Northeastern Region**

Performed structural design for Tube Lake Dam replacement including single lane bridge

Ear Falls Dam Rehabilitation

GDB Constructeurs

Designed rehabilitation works for the headwall replacement of the intake structure for both unit one (1) and two (2).

Shebandowan Lake Dam Replacement

GDB Constructeurs

Designed temporary flow control structure. Replacement of the Westmount retaining wall along Laurel Creek. Designed sheet piling retaining wall.

Motor City Project, Dubai, U.A.E.

World Trade Centre

The master plan of this project includes park, hotels, showrooms and automalls, in addition to the residential buildings. As a Structural Resident Engineer for the Uptown - Area 1, which consisted of 14 buildings, my tasks included: checking Design Reports, Structural Drawings & Details, Method Statements, Technical Submittals and Material Specifications. Managed the site inspection staff, attended meetings, prepared meeting minutes, solved site technical problems and coordinated between the site and the project design team.

**Jumeirah Lake Towers Project:
Towers of X1, X2 and X3, Dubai, U.A.E.**

**Abu Dhabi
National Bank**

Structural Resident Engineer for the construction of three (3) buildings; each 50 storeys high. My tasks included: checking Design Reports, Structural Drawings & Details, Method Statements, Technical Submittals and Material Specifications. Managed the site inspection staff, attended meetings, prepared meeting minutes, solved site technical problems and coordinated between the site and the project design team.

9H Unit Rotor Shipping Container for FUTTSU Power Station

Nefab Inc.

A steel skid was designed to handle shipping and storing a 96 ton power generating rotor. All possible load cases during craning and transporting were considered in this structural design. Steel pressure vessel was also part of the design to protect the rotor from the weather effect.

Bi-Ennial (OSIM) Inspections Project Experience

OSIM Bridge Inspection Program – (2016-2017)

District of Muskoka

Inspected bridges and structural culverts in accordance with OSIM.

OSIM Bridge Inspection Program – (2015)

City of Timmins

Inspected bridges and structural culverts in accordance with OSIM.

OSIM Bridge Inspection Program – (2009-2013)

City of Oshawa

Inspected 136 bridge and culvert structures for the City of Oshawa to OSIM standards; including database management, report preparation, and creation of a five (5)-year capital program for maintenance, minor repairs, major rehabilitations and structure replacements.

OSIM Bridge Inspection Program – (2003)

**Ministry of Transportation
Northeastern Region**

Inspected bridges and structural culverts in Northeastern Region and updated the structural conditions of the inspected structures in BMS (Bridge Management System).

OSIM Bridge Inspection Program – (2009-2010-2014)

City of Kawartha Lakes

Inspected 200 bridge and culvert structures for the City of Kawartha Lakes to OSIM standards; including database management, report preparation, and creation of a 5-year capital program for maintenance, minor repairs, major rehabilitations and structure replacements.

OSIM Bridge Inspection Program – (2011)

Township of Central Frontenac

Performed bridge and culvert inspection in accordance with OSIM requirements.

OSIM Bridge Inspection Program – (2012)

Town of Gravenhurst

Performed bridge and culvert inspection in accordance with OSIM requirements.

OSIM Bridge Inspection Program – (2012)

Township of Chisholm

Performed bridge and culvert inspection in accordance with OSIM requirements.

Conditions Surveys Experience

King Street Bridge at Omemee – Highway 7

City of Kawartha Lakes

Performed a deck condition survey in accordance with the MTO Rehabilitation Manual. The bridge is a single span bridge with span length of 18.7 m. The superstructure is a concrete spandrel arch.

Ten Structures Highway

**Ministry of Transportation
Northeastern Region**

Ten (10) structures along Highway 17 in Sudbury Area.

Highway 6 / Highway 17 CPR Overhead

**Ministry of Transportation
Northeastern Region**

CPR Overhead South of Whitefish Falls, CPR Overhead North of Whitefish Falls and Whitefish River Bridge on Highway 6 and CPR Overhead at Nairn Centre on Highway 17 in Sudbury area.

Rehabilitation General Project Experience

Rehabilitation of the Sagonaska Bridge

City of Belleville

Designed the rehabilitation works of bridge widening, jacking and bearings replacement, barrier walls replacement and exp. joint replacement.

Willington Street Bridge Rehabilitation

City of Kawartha Lakes

Designed the rehabilitation works of jacking and bearing replacement, expansion joint replacement, girder repairs and permanent walkway platform.

Canal Lake Arch Bridge on Portage Road

City of Kawartha Lakes

Designed rehabilitation works for the Heritage Arch Bridge at Canal Lake.

Head Road Bridge

Township of North Frontenac

Designed rehabilitation works for three-spans of the steel girder bridge.

Rehabilitation of Five (5) Bridges, Waterloo

The Regional Municipality of Waterloo

Designed rehabilitation works for the bridges of Hawksville Road, Nofzinger Road and Trussler Road.

Rehabilitation of Nonquon River Bridge

Ministry of Transportation
Eastern Region

Designed rehabilitation works for the Nonquon River bridge.

Highway 17 / Sudbury Road 55 Underpass EBL and WBL Structures

Ministry of Transportation
North eastern Region

Rehabilitation design for two-span post-tensioned voided slab structure. The rehabilitation included replacing the expansion joints, replacing concrete barrier walls and substructure repairs.

Highway 17 - CPR Overhead

Ministry of Transportation
Eastern Region

Rehabilitation of three-span pre-stressed AASHTO Type II girder structure including conversion to semi-integral abutment, jacking and bearing replacement, deck cantilever replacement, barrier wall replacement and substructure repairs.

Highway 17 - CNR Overhead

Ministry of Transportation
Eastern Region

Rehabilitation three-span post tensioned solid slab structure including joints replacement, jacking and bearings replacement, barrier wall replacement and substructure repairs.

Highway 7/12 - Nonquon River Bridge

Ministry of Transportation
Eastern Region

Rehabilitations included concrete overlay, repaving and substructure repairs. Structural evaluation was performed.

International Control Dam Bridge, Niagara Falls, ON

Ontario Power Generation

Designed rehabilitation and strengthening works that include pier cantilever steel support brackets, expansion joints replacement and other repairs.

Trent Canal Bridge

**Ministry of Transportation
Eastern Region**

Performed close-up structural steel inspection.

Design and Evaluation Single-Span Project Experience

Restoule River Bridge

Dokis First Nation

Designed timber substructure for the superstructure replacement. The superstructure consists of 27.41 m long single span bailey.

Clyde River Bridge

Township of Lanark Highlands

Designed substructure rehabilitation works for the new bailey bridge.

Stephenson Road Bridge

Town of Bracebridge

Designed the substructure for the 48.8 m single span bailey bridge.

Yonge Street Bridge Replacement

Village of Burk's Falls

Designed a 20 m single span bridge. The super structure consists of pre-stressed concrete box girders supported on integral abutments.

Naval Association Pedestrian Bridge

Peterborough Naval Association

This bridge is a single span through truss bridge with span length of 30.50 m supported on reinforced concrete abutment with shallow foundation. The truss is made out of Hollow Steel Sections (HSS). The reinforced concrete deck is supported on transverse HSS floor beams.

Prune Creek Bridge

**Ministry of Transportation
Northeastern Region**

This bridge is a single span bailey bridge with span length of 30.48 m supported on steel H piles at each end. The bridge was to replace an existing timber truss bridge near Hearst on Haman Road, south of Highway 583.

Obijou Creek Bridge

**Ministry of Transportation
Northeastern Region**

This bridge is a single span bailey bridge with span length of 27.23 m supported on steel H piles at each end. The bridge was to replace an existing timber truss bridge near Hearst on Haman Road, west of Highway 583.

Major Mackenzie Drive / Purpleville Creek Bridge

York Region

Performed the structural design for the Purpleville Creek Bridge. It is an integral abutment bridge. The super structure consists of CPCI 2300 girders and cast-in-place deck. The span of this bridge is 40.0 m and the total roadway width is 17.252 m.

**Highway 17 / Sudbury Rd 24 Overpass
EBL and WBL Structures**

**Ministry of Transportation
Northeastern Region**

Structural Evaluation (Single Span structure) for one (1) span precast AASHTO Type III girder structure (Two (2) Bridges).

Highway 17 / Nairn Centre Overhead

**Ministry of Transportation
Northeastern Region**

Structural Design for one-span pre-stressed hollow slab type structure. The new superstructure was constructed semi-integral with the concrete abutments.

Highway 6 / Whitefish Falls Bridge

**Ministry of Transportation
Northeastern Region**

Structural Evaluation (Single Span structure) for one (1) span Reinforced Concrete Rigid Frame type structure.

Highway 6 / CPR Overhead

**Ministry of Transportation
Northeastern Region**

Structural evaluation for single span Reinforced Concrete Rigid Frame type structure.

Highway 7 /12 - Lynde Creek Bridge

**Ministry of Transportation
Eastern Region**

Designed a superstructure that consists of concrete box girders and concrete deck.

Muskoka Road Bridge

Township of Strong

Designed a single span bridge with concrete deck slab, steel girders and integral abutment.

Plato Creek Bridge, Belmont, Methuene

Township of Havelock

Designed a single span rigid concrete frame with integral abutment arrangement.

Portable Steel Bridges

MFG-KES Equipment Inc.

Designed single span modular steel bridges with spans of 6 m, 9 m, 12 m and 15 m. Refined method has been used in the design process.

Replacement of Rosseau River Bridge

**The District Municipality
of Muskoka.**

Designed new steel superstructure for the two-lanes, single span bridge with span length of 16.0 m.

**Overhead Sign Support Structures
Highway 416 / 417**

**Ministry of Transpiration
Eastern Region.**

Designed new overhead sign structures, utilizing the existing footings of the old signs.

Design and Evaluation Multi Span Project Experience

Oblong Narrows Bridge

Municipality of Dysart Et All

Designed the superstructure replacement of three-span concrete-wood composite structure.

Kennedy Road Underpass

Ministry of Transportation
Central Region

Performed structural evaluation of five-span post-tension voided slab bridge.

Den-Lou Road Underpass

Ministry of Transportation
Northeastern Region

Designed two-span NU girder bridge. Integral abutment bridge with total width of 11.5m and total length of 81.0 metre.

Sudbury Municipal Road 55 Underpass

Ministry of Transportation
Northeastern Region

Designed two-span NU girder bridge. Semi-integral abutment bridge with total length of 88.0 m and total width of 15.5 m.

Trussler Bridge over the Ninth River (North)

The Regional Municipality
of Waterloo

Designed the three-span CPCI girder superstructure and the substructure modification.

Temporary Bridge Over Petawawa River, Highway 17

Ministry of Transportation
Eastern Region

This is a bailey bridge which consists of three-spans of 27.94 m, 76.75 m and 34.68 m with total length of 139.37 m. The bridge was constructed as a detour to facilitate the Highway 17 Petawawa River Bridge rehabilitation.

Major Mackenzie Drive / East Humber Bridge

York Region

Performed the structural design for East Humber Bridge, a three-span integral abutment bridge. The spans are 23 m, 30 m and 23 m and the total roadway width is 17.925 m. The superstructure consists of CPCI 1400 girders, cast-in-place concrete deck

Birch Creek Bridge – Northeastern Region Highway 17

Ministry of Transportation
Northeastern Region

Performed a structural evaluation for the existing structure at Birch Creek Bridge, Highway 17. The bridge is a six-span bridge with total length of 72.00 m. It is comprised of steel girders with a concrete slab deck. The substructure consists of conventional reinforced concrete abutments and four (4) concrete shaft piers.

Beaudry Creek Bridge, Highway 534

Ministry of Transportation
Northeastern Region

Performed a structural evaluation for the existing superstructure of Beaudry Creek Bridge on Highway 534. The bridge is a five-span bridge with total length of 16.40 m and roadway width of 8.50 m. The superstructure is made out of 133 mm x 286 mm

timber beams spaced at 457 mm c/c and the deck is transverse laminated timbers. The substructure consists of timber abutments and timber pile bent piers.

Highway 17 / Sudbury Rd 55, Underpass EBL & WBL Structures **Ministry of Transportation
Northeastern Region**

Structural Evaluation (complex structure) for two-span post-tensioned voided slab structure. (Two (2) Bridges).

**Highway 17, west of Sudbury Rd. 55,
CPR Overhead Structures** **Ministry of Transportation
Northeastern Region**

Structural Evaluation (complex structure) for three- span precast AASHTO Type III girder structures. (Four Bridges).

Highway 17, Vermilion River, EBL & WBL Structures **Ministry of Transportation
Northeastern Region**

Structural Evaluation (complex structure) and Rehabilitation Design for eastbound and westbound three-span steel WWF girder structures. (Two (2) Bridges).

Highway 17, Petawawa, CPR Overhead **Ministry of Transportation
Eastern Region**

Structural Evaluation (complex structure) for three- span pre-stressed AASHTO Type II girder structure.

Highway 17, Renfrew, CNR Overhead **Ministry of Transportation
Eastern Region**

Structural Evaluation (complex structure) for three-span post-tensioned solid slab structure.

Highway 6 CPR Overhead **Ministry of Transportation
Northeastern Region**

Structural Evaluation (complex Structure) for a three span cast-in-place T-beam structure.

QVE Project Experience

CPR Overhead, Hwy. 7289 **Louise W. Bray Construction**

Verified the bridge jacks system installation and bearings replacement.

Park Road Bridge **GDB Constructeurs**

Performed as Quality Verification Engineer for bearings replacement and bridge jacking.

Highway 35, Pontypool Bridge - CPR Overhead **Dalcon Enterprises Inc.**

Performed as Quality Verification Engineer to structural items in Pontypool bridge rehabilitation work.

Highway 7, Marmora Bridge

Louis W. Bray Construction Limited

Performed as Quality Verification Engineer to structural items in Marmora bridge rehabilitation work.

Bridge Jacking Design

CPR Overhead – Hwy. 7229

Louis W. Bray Construction Limited

Designed bridge jacking system for replacing bearings at the abutments and piers.

Quarry Bridge

All Services

Designed bridge jacking system for bearing replacement.

Park Road Bridge

GDB Constructeurs

Designed the bridge jacking system to replace the bearings at the abutments and hinges.

Anson River Bridge and Black ck. Bridge

GDB Constructeurs

Designed bridge jacking system for both bridges.

Deep Excavation Shoring Design

Scotts Mills Dam – Lock 19

GDB Constructeurs

Designed cofferdam and shoring system for the construction of dam replacement, Phase 1.

Culvert Replacement on Highway 11

Villeneuve Construction

Contract #2019-5100

Designed 6 m deep roadway protection system for replacement of Holland Creek Culvert (39W-129)

Culvert Replacement on Highway 11

Villeneuve Construction

Contract #2019-5101

Designed 4 m deep roadway protection system for replacement of culverts 39W-112 and 39W-132.

Education

2008 B.Sc. (Civil Engineering), Queen's University, Kingston, ON

Associations

2012 Professional Engineers Ontario

Professional Experience

2008 to date **D.M. Wills Associates Limited** **Peterborough, ON**
Structural Engineer
Responsible for design of provincial, municipal and private structural design projects including; bridges, structural culverts, dams, and major and minor provincial highway projects. Responsibilities include structural inspections, detail design, quantity calculations, cost estimates, structural evaluation and design reports, contract preparation, contract administration, and liaison with clients, internal staff, external agencies, and the public.

Bridge Design, Rehabilitation and Construction Project Experience

GWP 2214-14-00 – Highway 401 **Central Region**
Kennedy Road Underpass Rehabilitation **Ministry of Transportation**
Detail design and contract preparation for the rehabilitation of a five-span post-tensioned voided slab bridge over Highway 401 at Kennedy Road in the City of Mississauga. Work included patch, waterproof, paving of the concrete deck, replacement of expansion joints at the abutments, ballast wall reconstruction, approach slab replacement, partial barrier wall replacement, installation of new bicycle height aluminum handrails on barrier walls, partial replacement of concrete slope paving elements, and miscellaneous concrete patch repairs. A three-stage approach was taken to ensure two (2) lanes of traffic could be maintained on Kennedy Road during construction.

GWP 5182-14-00 – Highway 64 **Northeastern Region**
Marten River Bridge Rehabilitation **Ministry of Transportation**
Detail design and contract preparation for the rehabilitation of a single span (33.5 m) steel I-girder bridge over the Marten River on Highway 64. Work included staged concrete deck overlay, waterproofing, and paving, reconstruction of expansion joints, reconstruction of deck cantilevers with new box beam railings on concrete curbs, replacement of approach slabs, jacking of superstructure, structural steel modifications and coating, bearing replacement, and miscellaneous concrete patch repairs.

**GWP 4082-11-00 Highway 401
Wyman Road Underpass (Site 11-208)**

**Eastern Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of a four-span precast concrete I-girder bridge over Highway 401. Work included patch, waterproof, paving of the concrete deck, replacement of the expansion joints at the exterior piers, construction of new concrete approach slabs, replacement of existing steel panel railing with new box beam railing system on new concrete curbs, modification / coating of existing bearing plates, replacement of expansion bearings, and concrete patch repairs / glass fibre reinforced polymer wrapping of concrete girders.

Rehabilitation of the Hartman Bridge

Region of Waterloo

Detail design, contract preparation, and contract administration for the rehabilitation of a single span (41.5 m) through-truss structure over the Nith River. Work included deck and sidewalk patching and application of a proprietary lightweight waterproofing and wearing surface to facilitate the existing structural limitations of the historical superstructure. Construction was staged with one-way only traffic and partial detour to ensure maintenance of traffic flow between the adjacent intersection and downtown New Hamburg.

Rehabilitation of the Glen Tay Bridge

Township of Tay Valley

Detail design and contract preparation for the rehabilitation of a single span (18.3 m) precast concrete I-girder bridge over the Glen Tay River. Work included staged concrete deck patching, waterproofing, and paving, reconstruction of expansion joints, reconstruction of deck cantilevers with new box beam railings on concrete curbs, replacement of approach slabs, installation of new deck drainage, and miscellaneous concrete patch repairs.

Rehabilitation of the Manser Road Bridges

Region of Waterloo

Detail design and contract preparation for the rehabilitation of two (2) rigid frame structures over Boomer Creek on Regional Road 5 (Manser Road). Work included staged concrete deck overlay, waterproofing, and paving, reconstruction of deck fasciae and parapet wall / railing systems, installation of wingwall stability tiebacks, approach guide rail and asphalt works, and drainage improvements.

Rehabilitation of the Trussler Road South Bridge

Region of Waterloo

Detail design, tender preparation, and contract administration for the rehabilitation of a three-span (24.4 m, 36.6 m, 24.4 m) structure over the Nith River. Work included concrete overlay, waterproof, and paving of the deck, reconstruction of deck cantilevers and parapet walls, construction of concrete approach slabs, expansion joint replacement, structural steel diaphragm and shoe plate / bearing replacement completed under jacking, girder cleaning and coating, abutment and pier modification and refacing, miscellaneous concrete patching, and guide rail improvements.

Rehabilitation of the Trussler Road North Bridge

Region of Waterloo

Detail design, tender preparation, and contract administration for the rehabilitation of a three-span (21.3 m, 29.0 m, 21.3 m) structure over the Nith River, including full superstructure replacement. Work included removal and replacement of the existing concrete deck and girders with new CPCI 1400 girders and cast-in-place concrete deck. The superstructure was reconstructed as a semi-integral abutment design, and included concrete repair / modification of the abutments and piers for the new arrangement. Roadway platform widening and utility relocations were planned and facilitated to allow for adequate room for the substantial craning operation(s).

GWP 4053-12-00 Highway 401 - Smithfield Road Underpass (Site 21-298)

**Eastern Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of a four-span steel girder bridge over Highway 401. Work included patch, waterproof, paving of the concrete deck, elimination of the expansion joints at the abutments (semi-integral abutment design), construction of new concrete approach slabs, replacement of existing steel panel railing with new box beam railing system on new concrete curbs, and concrete patch repairs / glass fibre reinforced polymer wrapping of concrete girders.

GWP 2280-15-00 Highway 7 - Little Rouge Creek Bridge (Site 37-167)

**Central Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of a three-span precast concrete I-girder bridge over Little Rouge Creek Bridge. Work included removal and replacement of existing concrete overlay, replacement of existing expansion joint assemblies, reconstruction of deck cantilevers with new concrete barrier walls, reconstruction of approach slabs, replacement of existing deck drains, bridge jacking and replacement of bearings, and concrete repairs to girders, soffit, and substructure components.

GWP 2062-13-00 Highway 12 - Nonquon River Bridge (Site 21-298)

**Central Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of a single span, precast I-girder bridge over the Nonquon River. Work included patch, waterproof, paving of the concrete deck, joint elimination / retrofit to semi-integral abutment geometry, reconstruction of deck cantilevers and barrier walls, jacking and girder repairs / bearing replacement, reconstruction of approach slabs, concrete repairs to soffit and substructure, and drainage improvements on bridge approaches.

GWP 2280-13-00 Highway 12 - Vrooman Creek Bridges (Sites 22-41 and 22-42)

**Central Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of two (2) single span rigid frame structures over Vrooman Creek at the intersection of Highway 12 and Durham Regional Road 12. Work included patching / overlay, waterproofing, and paving of concrete deck, reconstruction of deck edges / barrier walls, reconstruction of approach slabs, and miscellaneous concrete patching of deck soffit, and substructure.

London Street Generating Station Deck Replacement

Peterborough Utilities

Detail design of substructure repairs, tender preparation, and construction support / liaison services for the replacement of the superstructure of the three-span dam / generating station structure. The existing structure was replaced with a new structural steel girder bridge complete with steel grating for highway loading and modified to allow dam logging operations. Concrete refacing and patching was completed on the piers and abutments to restore / modify the substructure as necessary.

Rehabilitation of the Craig Street Bridge

Town of Perth

Detail design, tender preparation, and contract administration for the rehabilitation of a two-span (18.3 m, 18.3 m) cast-in-place concrete arch bridge over the Tay Canal. Work included patch, waterproof paving of the deck, replacement of the steel railing system, construction of new approach slabs, guide rail improvements, and significant soffit concrete repairs. The soffit repair work was scheduled, staged, and completed in accordance with navigable waterway permitting / requirements.

Rehabilitation of the Hawkesville Road Bridges

Region of Waterloo

Detail design, contract preparation, and contract administration support for the rehabilitation of two (2) three-span precast concrete I-girder bridges over the Conestogo River. Work included concrete overlay, waterproof, paving, reconstruction of deck cantilevers, parapet walls, and approach slabs, semi-integral abutment conversion, girder end repairs, and shear strengthening of girders by carbon fibre wrapping.

Rehabilitation of the Nafziger Road Bridge

Region of Waterloo

Detail design, contract preparation, and contract administration support for the rehabilitation of a three-span, continuous, haunched solid slab / T-beam bridge over the Nith River. Work included concrete deck patch, waterproof, paving, reconstruction of deck edge / sidewalk, parapet walls, and approach slabs, deck drain replacement, miscellaneous concrete patching, and guide rail improvements.

Replacement of the Axe Lake Road Bridge

Township of McMurrich-Monteith

Detail design and contract preparation for a new single span steel modular bridge on steel pile foundations with laminated timber deck, including erosion protection measures, and installation of guide rail on approaches.

Stephenson Road 1 Bridge

Town of Bracebridge

Detail design, contract preparation, and contract administration support for the replacement of an existing through-truss structure with a new modular panel bridge on a new alignment. Work included new concrete abutments founded on H-piles driven to rock, RSS walls, erosion control measures, and guide rail improvements. The new structure was also provided with a separated, cantilevered pedestrian sidewalk.

WP 5394-15-00 Rosseau River Bridge, Highway 141

**Northeastern Region
Ministry of Transportation**

Provision of inspection and quality assurance services at concrete precast facility for the fabrication, curing, and storage of prestressed concrete box girders, as well as on site for unloading and erection.

Hopewell Creek Bridge, Breslau

Region of Waterloo

Detail design and contract preparation for the rehabilitation of a single span rigid frame concrete bridge over Hopewell Creek. Work included patch, waterproof, paving of the concrete deck, removal of reconstruction of the deck cantilevers / sidewalks, construction of new open steel 'balustrade style' parapet walls, replacement of existing utility duct hanger system, and miscellaneous concrete patching to deck soffit, abutments, and wingwalls.

John Street Bridge, Oshawa

City of Oshawa

Detail design, contract preparation, and construction support services for the rehabilitation of a five-span concrete voided slab bridge over Oshawa Creek. Work included patch, waterproof, paving of the concrete deck, resurfacing of concrete sidewalks, replacement of existing steel panel railing with new concrete parapet wall with aluminum railing, replacement of expansion joint seals and sidewalk cover plates, refacing of concrete wingwalls, and misc. concrete patching on the deck soffit.

Sir Sandford Fleming Drive Bridge over the CPR, Peterborough

City of Peterborough

Detail design and contract preparation for the rehabilitation of a three-span steel girder bridge over the Canadian Pacific Railway. Work included patch, waterproof, paving of the concrete deck, elimination of the expansion joints at the abutments (semi-integral abutment design), elimination of expansion joints over the piers (flexible link slab design with splice plates), construction of new concrete approach slabs, construction of new concrete barrier walls, coating of existing structural steel, and concrete patch repairs to piers.

Trent Canal Bridge, Kirkfield

City of Kawartha Lakes

Detail design, contract preparation and construction inspection of a single span steel girder bridge over the Trent-Severn Waterway system at Mitchell Lake, Kirkfield. Work included patch, waterproof, paving of the concrete deck, construction of new concrete curbs, installation of new box beam railing system, construction of new concrete approach slabs, and concrete patch repairs to the soffit and footings.

Ganaraska River Bridge

Northumberland County

Detail design and contract preparation for the rehabilitation of a three-span concrete box girder bridge over the Ganaraska River. Work included patch, waterproof, paving of the concrete deck, elimination of expansion joints (semi-integral abutment design), replacement of existing railing system with new concrete parapet walls, abutment wall refacing, staging and traffic control during construction.

Local Roads Boards Structural Retainer

**Northeastern Region
Ministry of Transportation**

Detail design and tender preparation services for the replacement of six (6) structure (four (4) bridges and two (2) structural culverts). Work included removal of existing structures (including associated traffic staging) and installation of new structures. Modular or prefabricated superstructure elements were utilized where possible to allow for rapid replacement (bailey bridges / precast concrete culverts).

Dokis Reserve Road Bridge

Dokis First Nation

Detail design and contract preparation for the rehabilitation of a single span steel girder bridge over the Little French River. Work included concrete deck overlay, elimination of expansion joints (semi-integral abutment design), construction of new concrete approach slabs, and installation of new deck drain tubes.

Cannifton Bridge over the Moira River

City of Belleville

Detail design, contract preparation and construction site inspection for the rehabilitation 58.5 m long, two-span steel girder bridge. Work included semi-integral abutment conversion, elimination of centre joint via girder splicing, removal and replacement of concrete sidewalks (with embedded Bell ducts), construction of new decorative parapet walls, girder coatings, addition of decorative light standards, patching, waterproofing and paving of the deck and miscellaneous concrete repairs to the substructure.

GWP 131-88-00 Highway 17 – 10 Structure Rehabilitations, Sudbury Area (Sites 46-290/1, 46-290/2, 46-291, 46-292, 46- 293/1, 46-293/2, 46-294/1, 46-294/2, 46-296/1 and 46-296/2)

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of ten (10) single and multi-span structures of various configurations (steel I-girder, prestressed concrete girder and post tensioned voided slab). Work included semi-integral abutment conversion or expansion joint replacement, patch-waterproof-paving of the deck, construction of PL-3 barrier walls, abutment wall refacing / repair, girder repairs and other miscellaneous concrete repairs.

GWP 4059-01-00 Highway 17 – CNR Overhead Bridge (Site 29-193)

**Eastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for rehabilitation of 61.0 m long, three-span post-tensioned void slab bridge with 10.9 m wide concrete deck including expansion joint replacement, replacement of concrete parapet walls and patch-waterproof-paving of the deck.

WP 5107-05-00 Highway 17 – CPR Overhead Bridge, Nairn Centre (Site 46-168)

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of 16.4 m long, single span steel girder bridge with 14.4 m wide concrete deck including replacement of steel girders with precast concrete hollow slabs, semi-integral abutment design, replacement of concrete wingwalls, construction of PL-3 barrier walls, abutment wall refacing and miscellaneous approach works.

**WP 5561-04-01 Highway 6 – Whitefish River Bridge
(Site 46-260)**

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of 7.6 m long, single span, rigid frame bridge with 12.2 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete sidewalks and balustrades, barrier wall construction, abutment repairs and reconstruction of the top of the wingwalls.

WP 5001-01-01 Highway 6 – CPR Overhead (Site 46-200)

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of 15.2 m long, single span, rigid frame bridge with 10.8 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete deck cantilevers and steel railings, parapet wall construction, abutment repairs and reconstruction of the top of the wingwalls.

WP 5381-02-01 Highway 6 – CPR Overhead (Site 46-218)

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of 58.8 m long, three-span, T-beam bridge with 10.1 m wide concrete deck including patch-waterproof-paving of the deck, removal of concrete curbs and steel railings, PL-2 steel railing construction, deck widening, girder and soffit repairs, fascia refacing and abutment repairs.

**GWP 4059-01-00 Highway 17 – CPR Overhead Bridge
(Site 29-197)**

**Eastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for rehabilitation of 56.4 m long, three-span CPCI girder bridge with 10.9 m wide concrete deck including expansion joint removal to semi-integral abutment design, replacement of concrete deck cantilevers and barrier walls, girder repairs, abutment refacing and patch-waterproof-paving of the deck.

**GWP 5053-05-00 Highway 534 – South River Bridge
Rehabilitation (Site 44-033)**

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of 45.7 m long, three-span continuous steel girder bridge with 11.3 m wide concrete deck including expansion joint removal to semi-integral abutment design, refacing of concrete parapet walls and patch-waterproof-paving of the deck.

**WP 5430-06-00 Harmony Beach Road Bridge
(Site 38S-345)**

**Northeastern Region
Ministry of Transportation**

Detail design and contract preparation for replacement of 19.0 m long, five (5) span timber bridge with a prefabricated steel girder bridge.

Nassau Mills Bridge Over the Trent Canal

City of Peterborough

Detail design and contract preparation for rehabilitation of a two (2) lane, three-span precast concrete box girder bridge; expansion joint removal to semi-integral abutment design, steel railing system replacement and patch-waterproof-paving of the deck.

Highway 11B – Wabi River Bridge

City of Temiskaming Shores

Detail design and contract preparation for rehabilitation of a four (4) lane, three-span concrete deck on steel girder bridge; expansion joint replacement, bridge deck and sidewalk scarifying and concrete overlays, waterproof and pave deck, cleaning and coating girder ends.

GWP 484-98-00 Highway 522 – South River Bridge Rehabilitation (Site 44-050)

**Northeastern Region
Ministry of Transportation**

Bridge condition survey, detail design and contract preparation for rehabilitation of two (2) lane, three-span concrete deck on prestressed concrete I-girder bridge; including elimination of expansion joints to semi-integral abutment design, refacing of parapet wall, and waterproof and pave deck.

**Structural Culvert, Dam, and Other Miscellaneous Projects
Design, Rehabilitation and Construction Project Experience**

**GWP 5182-14-00 – Highway 64
Unnamed Creek Culvert Replacement**

**Northeastern Region
Ministry of Transportation**

Detail design and contract preparation for the replacement of an existing open footing concrete structural culvert exhibiting structural cracking due to erosion and ongoing undermining. The new structure is a 4.8 m x 2.1 m precast concrete box culvert complete with precast concrete box retaining walls and cut-off walls, concrete keys in the box units, and large rock substrate to control flow velocities, prevent erosion, and permit fish passage. Rapid replacement methodologies and materials were utilized to permit an accelerated construction under a full closure of the highway and 24-hour continuous operation.

**WP 2186-15-00, 2242-14-00 Highway 35/115
and 401 – Various Locations**

**Central Region
Ministry of Transportation**

Condition survey, detail design, and contract preparation for the replacement / rehabilitation of nine (9) structural culverts in various locations on Highway 35 / 115 and 401. Replacements include large diameter (1.8 m to 3.0 m) pipes installed via trenchless technologies to minimize traffic impacts on these major Highways. Work at rehabilitation sites includes structural tunnel liner plate pipe lining, concrete patching, partial concrete culvert reconstruction / extension, waterproofing, wall drain retrofitting, and rapid replacement of select culvert sections using precast concrete.

Inspection of Haliburton Sector Dam Structures

Parks Canada

Field reviews and condition assessments for 40 Parks Canada dam structures in the Haliburton Sector. Recommendations were provided for additional investigations and/or rehabilitation.

**GWP 114-88-00 Highway 6 - Bass Creek Culvert
(Site 49-013/C),**

**Northeastern Region
Ministry of Transportation**

Detail design and contract preparation for the rehabilitation of a 9.1 m span, cast-in-place concrete arch structure on Highway 6 over Bass Creek on Manitoulin Island. Work included reconstruction of culvert ends, concrete patch repairs to the arch and footings, crack injection, and retrofitting of wall drains.

**GWP 5175-12-00 Highway 17 & 546 – Blind River Tributary,
Dyke Creek, & Marshall's Creek Culverts
(Sites 38S-418/C, 38S-354/C, & 38S-171/C),**

**Northeastern Region
Ministry of Transportation**

Detail design and contract preparation for the replacement of three (3) structural culverts. Replacement structure types were cast-in-place concrete open footing on bedrock (3.0m x 1.2m - Blind River Tributary), twin precast concrete boxes (2 x 3.0 m x 1.8 m - Dyke Creek), and single precast concrete box (3.6 m x 2.4 m – Marshall's Creek). The associated site works also included cast-in-place concrete wingwalls, RSS Walls, and concrete cut-off walls. A staged construction approach was utilized for the two (2) sites on Highway 17, while a rapid replacement full road closure was utilized for the Highway 546 Site.

**Dam Safety Reviews, Condition Surveys,
and Rehabilitation Design**

**Northeastern Region
MNRF**

Field reviews of ten (10) dam structures and completion of condition survey for three (3) dam structures. Work also included detail design and contract preparation for the rehabilitation design of the Blind River Dam.

Rehabilitation of the Antoine Creek Culvert

Township of North Frontenac

Detail design and contract preparation for the rehabilitation of a structural plate corrugated steel arch culvert including underpinning and refacing of concrete footings, placement of erosion control measures, and installation of new steel beam guide rail.

Replacement / Rehabilitation of Various Structures

County of Oxford

Detail design and contract preparation for the replacement of three (3) structural culverts, rehabilitation / extension of one (1) structural culvert, and rehabilitation of one (1) rigid frame bridge structure.

Rehabilitation of the Ontario Street Culvert

Township of Cramahé

Detail design, contract preparation, and contract administration for the rehabilitation of a concrete box structural culvert including soffit patch repairs, construction of new concrete headwalls, installation of culvert waterproofing, installation of armour stone retaining walls, and erosion control measures.

Rehabilitation of the Lake Joseph Culvert

District of Muskoka

Detail design and contract preparation for the rehabilitation of an open footing concrete culvert on Muskoka Road 169. Work included concrete underpinning / refacing of existing footings, including installation of rock dowels, retrofitting of wall drains, miscellaneous patch repairs, and crack injection.

Replacement of the Black Lake Tributary Culvert

District of Muskoka

Detail design and contract preparation for the like-for-like replacement of an existing structural plate corrugated steel pipe arch on Muskoka Road 169 at Torrance. Work also included erosion control measures and guide rail improvements.

Fleetwood Road Bridges

City of Kawartha Lakes

Detail design, contract preparation, and contract administration for the replacement of existing rigid frame structures at two (2) sites with new twin-cell precast concrete box culverts at each location. Work included concrete distribution slabs (due to limited cover constraints), armour stone retaining walls, erosion protection, and guide rail improvements.

Rehabilitation of the Wilmot Creek Culvert

Region of Waterloo

Detail design, tender preparation, and contract administration for the rehabilitation of a ± 7.0 m span cast-in-place concrete open footing culvert. Work included reinforced concrete overlay, waterproof, and paving, as well as concrete patching and crack injection of the interior walls and soffit.

Rehabilitation of the Baxter Creek Culvert and Echo Lake Bridge

District of Muskoka

Detail design, tender preparation, and contract administration for the rehabilitation of a cast-in-place concrete structural culvert and cast-in-place concrete single span bridge structure. Work included miscellaneous concrete patching and crack injection to both structures, patch, waterproof, paving and concrete barrier replacement of the Echo Lake Bridge, and safety (fencing) improvements at Baxter Creek Culvert.

Rehabilitation of the Jackson Creek Log Boom

**Otonabee Region
Conservation Authority**

Detail design, contract preparation, and construction support services for the rehabilitation / partial replacement of a timber ice control log boom on Jackson Creek in the City of Peterborough.

Centennial Park Drive Bridge

City of Kawartha Lakes

Detail design, tender preparation, and contract administration for the replacement of an existing concrete rigid frame structure with a new 4.0 m x 1.5 m precast concrete box culvert with cast-in-place reinforced concrete distribution slab. Work also included armour stone retaining walls, guide rail installation, and erosion control improvements. The structure replacement took place under full road closure and temporary watercourse bypass utilizing sheet pile cofferdams

Hope Mill Dam Rehabilitation

**Otonabee Region
Conservation Authority**

Detail design, contract preparation, and contract administration for the rehabilitation of the dam adjacent to the historic Hope Mill. Work included concrete patching / refacing, steel gain armouring replacement, and water control measures for the dewatering of the work areas.

Settler's Road Culvert

City of Kawartha Lakes

Detail design, contract preparation, and contract administration for the replacement of an existing CSPA with a new 3.1 m x 2.0 m polymer laminated CSPA. Work also included the design of a bypass flow channel under a full roadway closure / detour.

Replacement of the Black Creek Culverts, Road 509

Township of North Frontenac

Replacement of existing culverts with new twin 3.73 m x 2.29 m structural plate corrugated steel pipe arch culverts.

GWP 300-98-00 Biquette and Unnamed Creek Culverts, Highway 17

**Northeastern Region
Ministry of Transportation**

Provision of inspection and quality assurance services on site at concrete precast facility for the fabrication, curing, and storage of concrete box culvert elements.

Union Creek Culvert, County Road 121

City of Kawartha Lakes

Detail design, tender preparation, and inspection / contract administration services for the concrete invert paving rehabilitation of a 4.6 m structural plate pipe culvert.

Shedden Street Culvert, Cobocok

City of Kawartha Lakes

Detail design and contract preparation for the replacement of a culvert with a new corrugated steel pipe with polymer coating and construction of a new armour stone spillway designed to dispel energy from upstream lake head.

WP 5504-07-01 Highway 6 – La Cloche Channel Culvert (Site 49-004)

**Northeastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for rehabilitation of 6.1 m span, concrete open footing box culvert, 14.8 m in length, including replacement of concrete headwalls and repair to concrete culvert ends and wingwalls.

GWP 4059-01-00 Highway 17 – Deux Rivieres Creek Culvert (Site 29-002)

**Eastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for the concrete invert paving rehabilitation of a 7.9 m span structural plate corrugated steel pipe arch.

GWP 4059-01-00 Highway 417 – Tayside Municipal Drain Culvert (Site 31-351)

**Eastern Region
Ministry of Transportation**

Detail design and contract preparation for the replacement of an existing 96.0 m long structural plate pipe arch with a precast concrete box culvert.

GWP 5053-05-00 Highway 534 – McQuaby and Beaudry Creek Culverts (Sites 44-265 and 44-253)

**Northeastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for structural culvert relining at McQuaby Creek and replacement of existing twin culverts at Beaudry Creek with a precast concrete box culvert.

GWP 484-98-00 Highway 522 - Rochette Creek Culvert (Sites 44-273)

**Northeastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for structural culvert relining at Rochette Creek.

**WP 5121-05-00 Highway 634 - Burntwood Creek Culvert
(Site 39E-247)**

**Northeastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for replacement of two (2) 3.0 m diameter SPCSP culverts with a new precast concrete box culvert. Existing culverts were severely collapsed with perched ends creating a barrier to fish passage. The new box culvert design includes flow breakers (baffles) to promote fish passage.

**WP 5004-05-01 Highway 11 - Sharpe's Creek Culverts
(Site 42-151)**

**Northeastern Region
Ministry of Transportation**

Field inspection, detail design and contract preparation for installation of a structural plate corrugated steel tunnel liner through two (2) existing 106 m long SPCSPA culverts under 14.0 m fill.

**GWP 173-98-00 Highway 17 - Bastien and Resmer Creek
Culverts (Sites 43-258 and 43-257)**

**Northeastern Region
Ministry of Transportation**

Detail design and contract preparation for concrete invert paving rehabilitations of deteriorated structural culverts.

OSIM Inspection Project Experience

Various Municipal OSIM Inspection Programs

Lead Inspector of over 300 bridges and structural culverts as part of multiple OSIM Inspection programs for multiple municipalities, including but not limited to: the District of Muskoka, North, South, and Central Frontenac Townships, the City of Barrie, the Township of Cramahe, and the Township of McMurrich-Monteith.

Appendix B

RFP Submission Forms



City of Temiskaming Shores
PW-RFP-002-2020

Eng. Services – Bridge, Culvert and Roof Inspections

PW-RFP-002-2020

Contractor's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I, D.M. Wills Associates Limited

(Registered Company Name/Individuals Name)

Of, 150 Jameson Dr., Peterborough, ON, K9J 0B9

(Registered Address and Postal Code)

Business:

Phone Number (705) - 742-2297 ext.240

Fax Number (705) - 748-9944

We/I hereby offer to enter into an agreement to supply and install, as required in accordance to the proposal for a price of:

Lump sum price before HST

\$ 10,888.00



City of Temiskaming Shores
PW-RFP-002-2020
Eng. Services – Bridge, Culvert and Roof Inspections

NON COLLUSION AFFIDAVIT

I/ We D.M. Wills Associates Limited the undersigned am fully informed respecting the preparation and contents of the attached quotation and of all pertinent circumstances respecting such bid.

Such bid is genuine and is not a collusive or sham bid.

Neither the bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham bid in connection with the work for which the attached bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the price of any bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed bid.

The price or prices quoted in the attached bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The bid, quotation or proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Signed



Company Name D.M. Wills Associates Limited

Title Manager, Structural Engineering



City of Temiskaming Shores

PW-RFP-002-2020

Eng. Services – Bridge, Culvert and Roof Inspections

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual, or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at, Peterborough, ON this 21st day of April, 2020.

FIRM NAME: D.M. Wills Associates Limited

BIDDER'S AUTHORIZED OFFICIAL: David Bonsall, P.Eng.

TITLE: Manager, Structural Engineering

SIGNATURE: 

The Corporation of the City of Temiskaming Shores

By-law No. 2020-046

**Being a by-law to enter into an agreement with
Alvin Caldwell Sand & Gravel Ltd. for the
Crushing and Stockpiling of Granular “M”**

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council reviewed Administrative Report No. PW-012-2020 at the May 5th, 2020 Regular meeting of Council and directed staff to prepare the necessary by-law to enter into an agreement with Alvin Caldwell Sand & Gravel Ltd. for the Crushing and Stockpiling of Granular “M” for consideration at the May 5th, 2020 Regular Meeting of Council;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Alvin Caldwell Sand & Gravel Ltd. for the Crushing and Stockpiling of a maximum 15,000 tonne of Granular “M” in the unit cost of \$6.35 per tonne plus applicable taxes, a copy of which is attached hereto as Schedule “A” and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 5th day of May 2020.

Mayor – Carman Kidd

Clerk – Logan Belanger



Schedule “A” to

By-law 2020-046

Agreement between

The Corporation of the City of Temiskaming Shores

and

Alvin Caldwell Sand & Gravel Ltd.

for the Crushing and Stockpiling of Granular “M”

This agreement made in duplicate this 5th day of May 2020.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

Alvin Caldwell Sand & Gravel Ltd.
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores
Crushing and Stockpiling of Granular "M"
TENDER No. PWO-RFT-004-2020**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
c) Complete, as certified by the Director, all the work by **June 30th, 2020.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid at a unit cost of **Six Dollars and Thirty-five Cents (\$6.35) per tonne plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by post or telegram addressed as follows:

The Contractor: **Alvin Caldwell Sand & Gravel Ltd.**
P.O. Box 502
New Liskeard, Ontario
P0J 1P0

The Owner: **Corporation of the City of
Temiskaming Shores**
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Director: **The Director of Public Works
City of Temiskaming Shores**
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of this page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Contractor's Seal)

Alvin Caldwell Sand & Gravel Ltd.

Signature

Print Name: _____

Title: _____

Signature - Witness

Print Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Municipal Seal)

Mayor – Carman Kidd

Clerk – Logan Belanger



Appendix 01 to
Schedule "A" to

By-law No. 2020-046

Form of Agreement

Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

The Contractor has carefully examined the Provisions, Plans, Specifications and OPS General Conditions of Contract referred to in the schedule of provisions, The Contractor understands and accepts the said Provisions, Plans, Specifications and General Conditions and, for the prices set forth in the Tender, hereby offer to furnish all machinery tools, apparatus and other means of construction, furnish all material, except as otherwise specified in the contract. The work must be completed in strict accordance with the Provisions, Plans, Specifications and General Conditions referred to in the said schedule.

All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs but net of taxes. Taxes on the total costs should be shown separately.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

Item No.	Material	Quantity	Unit Price	Total
1	GRANULAR "M" 5/8 as per OPSS 1010, crush and stockpile at Contractors location within 5 kms of Temiskaming Shores.	15,000 tonnes	6.35	95,250.00
SUB-TOTAL:				95,250.00
HST:				12,382.50
TOTAL				107,632.50

Page 1 of 6 to be submitted

I/We Chuck Caldwell offer to supply the requirements stated within.


The corresponding total cost of \$ 107632.50 Tax included.

I/We guarantee the availability of the required materials stockpiled at the Contractors location considered to be Main pit, Firstbrook township pit, located within 5 kms of the outside boundaries of Temiskaming Shores.

I/We hold the prices valid for 30 (thirty) days from submission date.

I/We shall endeavor to complete the work by June 30th, 2020.

The specifications have been read over and agreed to this 23 day of April 2020

Company Name	Contact name (please print)
<u>Alvin Caldwell Sand + Gravel Ltd.</u>	<u>Chuck Caldwell</u>
Mailing Address	Title
<u>437110 Hawn drive. New Liskeard, On. Box 502</u>	<u>President.</u>
Postal Code	Authorizing signature
<u>P0J-1P0</u>	 "I have the authority to bind the company/corporation/partnership."
Telephone	Fax
<u>705-647-5369</u>	<u>705-647-5372.</u>
Cell Phone if possible	Email
<u>705-648-3699.</u>	<u>Chuck@CaldwellConstruction.ca</u>

**City of Temiskaming Shores
PWO-RFT-004-2020
Supply and Stockpile Granular M**

Non Collusion Affidavit

I/ We Chuck Caldwell the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at CC
23 this 23 day of April, 2020.
New Liskeard.

Signed Chuck Caldwell
Company Name Alvin Caldwell Sand + Gravel Ltd.
Title President.

City of Temiskaming Shores
PWO-RFT-004-2020
Supply and Stockpile Granular M

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at New Liskeard this 23 day of April, 2020.

Firm Name Alvin Caldwell Sand + Gravel Ltd.

Bidder's Authorization Official Chuck Caldwell

Title President.

Signature Chuck Caldwell

**City of Temiskaming Shores
PWO-RFT-004-2020
Supply and Stockpile Granular M**

SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)
N/A		

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Chuck Caldwell
Print Name

Chuck Caldwell
Signature

Page 5 of 6 to be submitted

Schedule "B"

Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name Chuck Caldwell Company Name Alvin Caldwell Sand + Gravel Ltd.

Phone Number 705-647-5369 Address 437110 Hawn drive, New Liskeard, On.

I, Chuck Caldwell, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, _____, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serveability/splash.html.

Date: April 23, 2020

The Corporation of the City of Temiskaming Shores

By-law No. 2020-047

Being a by-law to enter into an agreement with Pedersen Construction (2013) Inc. for the supply of labour, equipment and material for Concrete Sidewalk and Curb Repair Services at various locations within the City of Temiskaming Shores

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-024-2018 at the April 17th, 2018 Regular meeting of Council and directed staff to prepare the necessary by-law to enter into an agreement with Pedersen Construction (2013) Inc. for the supply of labour, equipment and material for Concrete Sidewalk and Curb Repair Services for consideration at the May 5th, 2020 Regular meeting of Council;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Pedersen Construction (2013) Inc. for the supply of labour, equipment and material for Concrete Sidewalk and Curb Repair Services at various locations in the City of Temiskaming Shores, at unit cost of \$169.00 per square metre of sidewalk and \$169.00 per linear metre of concrete curb and gutter plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 5th day of May, 2020.

Mayor – Carman Kidd

Clerk – Logan Belanger



Schedule “A” to

By-law 2020-047

Agreement between

The Corporation of the City of Temiskaming Shores

and

Pedersen Construction (2013) Inc.

for the Supply of Concrete Sidewalk and Curb Repair Services

This agreement made in duplicate this 5th day of May 2020.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

Pedersen Construction (2013) Inc.
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores
Supply Sidewalk and Curb Construction Services
Tender No. PWO-RFT-003-2020**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents attached hereto as Appendix 01 and forming part of this agreement; and
c) Complete, as certified by the Director, all the work by **October 31st, 2020.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid **at unit cost of \$169.00 per square metre of sidewalk and \$169.00 per linear metre of concrete curb and gutter plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by post or telegram addressed as follows:

The Contractor:

Pedersen Construction (2013) Inc.
P.O. Box 2409
New Liskeard, Ontario
P0J 1P0

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Director:

Director of Public Works
City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Contractor's Seal)
(if applicable))

Municipal Seal)

Pedersen Construction (2013) Inc.

Secretary -Treasurer – Alec Pedersen

Witness

Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – Logan Belanger



Appendix 01 to
Schedule "A" to

By-law No. 2020-047

Form of Agreement

Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

I/We, the undersigned, have carefully examined the Provisions, Plans, Specifications and OPS General Conditions of Contract referred to in the schedule of provisions, and has carefully examined the site and location of the work to be done under this contract. The Contractor understands and accepts the said Provisions, Plans, Specifications and General Conditions and, for the prices set forth in the Quotation, hereby offer to furnish all machinery tools, apparatus and other means of construction, furnish all material, except as otherwise specified in the contract. The work must be completed in strict accordance with the Provisions, Plans, Specifications and General Conditions referred to in the said schedule.

All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs but net of taxes. Taxes on the total costs should be shown separately.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

Item	Description		Quoted price per m2	Total
1	Construction and installation of concrete sidewalk in accordance with OPSS 351 (Nov. 2010)	Approx. 450 square meters(m2) - sidewalk at various locations	\$169.00 / m2	\$76,050.00
2	Construction and installation of concrete curb in accordance with OPSS 351 (Nov. 2010)	Approx. 120 metres - curb at various locations	\$169.00 /m	\$20,280.00
Sub-Total:				\$ 96,330.00
H.S.T.:				\$ 12,522.90
Total:				\$108,852.90

Page 1 of 6 to be submitted

I/We Pedersen Construction (2013) Inc. offer to supply the requirements stated within for the total contract price of \$ 96,330.00 + H.S.T.

I/We hold the prices valid for 30 (thirty) days from submission date.

The specifications have been read over and agreed to this 22nd day of April, 2020.

Company Name Pedersen Construction (2013) Inc.	Contact name (please print) Alec Pedersen
Mailing Address P.O. Box 2409 New Liskeard, Ontario	Title Secretary-Treasurer
Postal Code POJ 1P0	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone (705) 647-6223	Fax (705) 647-8851
Cell Phone if possible (705) 647-2707	Email apedersen@pedersenconstruction.ca

Page 2 of 6 to be submitted

**City of Temiskaming Shores
PWO-RFT-003-2020
Sidewalk and Curb Repairs**

Non Collusion Affidavit

I/ We Alec Pedersen the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at New Liskeard this 22nd day of April, 2020.

Signed



Company Name

Pedersen Construction (2013) Inc.

Title

Secretary-Treasurer

Page 3 of 6 to be submitted

City of Temiskaming Shores

**Sidewalk and Curb Repairs
PWO-RFT-003-2020**

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

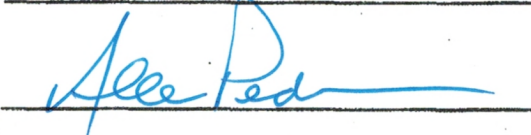
In making this quotation submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at New Liskeard this 22nd day of April, 2020.

Firm Name Pedersen Construction (2013) Inc.

Bidder's Authorization Official Alec Pedersen

Title Secretary-Treasurer

Signature 

Page 4 of 6 to be submitted

**City of Temiskaming Shores
Sidewalk and Curb Repairs
PWO-RFT-003-2020**

SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS


A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)
Not Applicable		

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Alec Pedersen
Print Name


Signature

April 22, 2020
Date

Page 5 of 6 to be submitted

Schedule "B"

Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name: Alec Pedersen Company Name: Pedersen Construction (2013) Inc.

Phone Number: (705) 647-6223 Address: P.O. Box 2409, New Liskeard, Ontario P0J 1F0

I, Alec Pedersen, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, _____, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serve-ability/splash.html.

Date: April 22, 2020

The Corporation of the City of Temiskaming Shores

By-law No. 2020-048

Being a by-law to enter into an agreement with Miller Paving Limited for the supply of labour, equipment and material for Asphalt Patching Services at various locations within the City of Temiskaming Shores

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-014-2020 at the May 5th, 2020 Regular meeting of Council and directed staff to prepare the necessary by-law to enter into an agreement with Miller Paving Limited for the supply of labour, equipment and material for Asphalt Patching Services for consideration at the May 5th, 2020 Regular meeting of Council;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Miller Paving Limited for the supply of labour, equipment and material for Asphalt Patching Services at various locations in the City of Temiskaming Shores, the unit price of \$51.30 per square metre for 50 mm thickness and \$92.30 per square metre for 90 mm thickness plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 5th day of May, 2020.

Mayor – Carman Kidd

Clerk – Logan Belanger



Schedule “A” to

By-law 2020-048

Agreement between

The Corporation of the City of Temiskaming Shores

and

Miller Paving Limited

for the Supply of Asphalt Patching Services

This agreement made in duplicate this 5th day of May 2020.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called “the Owner”)

and

Miller Paving Limited
(hereinafter called “the Contractor”)

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores
Supply and Application of Asphalt Patching Services
Tender No. PWO-RFT-002-2020**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents attached hereto as Appendix 01 and forming part of this agreement; and
- c) Complete, as certified by the Director, all the work by **October 31st, 2020.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid **at the unit price of \$51.30 per square metre for 50 mm thickness and \$92.30 per square metre for 90 mm thickness plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by post or telegram addressed as follows:

The Contractor:

Miller Paving Limited
P.O. Box 248
New Liskeard, Ontario
P0J 1P0

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Director:

Director of Public Works
City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of this page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Contractor’s Seal)
(if applicable))

Municipal Seal)

Miller Paving Limited

Estimating Manager – Britt Herd

Witness
Name: _____
Title: _____

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – Logan Belanger



Appendix 01 to
Schedule "A" to

By-law No. 2020-048

Form of Agreement

Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

I/We, the undersigned, have carefully examined the Provisions, Plans, Specifications and OPS General Conditions of Contract referred to in the schedule of provisions. The Contractor understands and accepts the said work must be completed in strict accordance with Provisions, Plans, Specifications and General Conditions and, for the prices set forth in the Quotation, hereby offer to furnish all machinery tools, apparatus and other means of construction, furnish all material, except as otherwise specified in the contract. All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs but net of taxes. Taxes on the total costs should be shown separately.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

Item	Description	Estimated Quantity for Bidding Purposes	Quoted price per square meter (m2)	Total Price
1	Preparation of base, supply and placement of Hot Mix Asphalt materials as described within. The City shall pay for depths of 50 mm thickness only.	Approx. 3,000 m ² - various locations	\$51.30	\$153,900.00
2	Preparation of base, supply and placement of Hot Mix Asphalt materials as described within. The City shall pay for depths of 90 mm thickness only.	Approximately 1,750 m ² - various locations	\$92.30	\$161,525.00
SUB-TOTAL:				\$315,425.00
HST:				\$41,005.25
TOTAL				\$356,430.25

I/We Miller Paving Limited offer to supply the requirements stated within.

the corresponding total cost of \$ 356,430.25 Tax included.

I/We hold the prices valid for 30 (thirty) days from submission date.

I/We will deliver the required services / equipment within 4 weeks from receiving a signed order. (Weather permitting)

The specifications have been read over and agreed to this 28th day of April 2020

Company Name Miller Paving Limited	Contact name (please print) Britt Herd
Mailing Address Box 248 New Liskeard, ON	Title Senior Manager, Estimating & Contracts
Postal Code P0J 1P0	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone 705-647-4331	Fax 705-647-3611
Cell Phone if possible 705-648-5428	Email britt.herd@millergroup.ca

City of Temiskaming Shores

**PWO-RFT-002-2020
Asphalt Patching Services**

Non Collusion Affidavit

I/ We Miller Paving Limited the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at New Liskeard this 28th day of April, 2020

Signed



Company Name

Miller Paving Limited

Title

Vice-President, Northern Group



**City of Temiskaming Shores
PWO-RFT-002-2020
Asphalt Patching Services**

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no *(strike out inapplicable portion)* knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at New Liskeard this 28th day of April, 2020

Firm Name Miller Paving Limited

Bidder's Authorization Official Jean-Pierre Breton

Title Vice-President, Northern Group

Signature 

Page 4 of 6 to be submitted

**City of Temiskaming Shores
PWO-RFT-002-2020
Asphalt Patching Services**

SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Jean Pierre Breton

Printed



Signed

Page 5 of 6 to be submitted

Schedule "B"

Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name Miller Paving Limited Company Name

Phone Number 705-647-4331 Address 704024 Rockley Road New Liskeard

I, Jean Pierre Breton, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, _____, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serveability/splash.html.

Date: April 28, 2020

Page 6 of 6 to be submitted

The Corporation of the City of Temiskaming Shores

By-law No. 2020-049

Being a by-law to enter into an agreement with Miller Paving Limited for the 2020 Roadway Surfacing Program within the City of Temiskaming Shores

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Memo No. 005-2020-PW at the May 4, 2020 Special Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Miller Paving Limited for the 2020 Roadway Surfacing Program for consideration at the May 5, 2020 Regular Council meeting.

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Miller Paving for the 2020 Roadway Surfacing Program contract in the amount of \$995,693.71, applicable taxes included, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 5th day of May, 2020.

Mayor – Carman Kidd

Clerk – Logan Belanger



Schedule “A” to

By-law 2020-049

Agreement between

The Corporation of the City of Temiskaming Shores

and

Miller Paving Limited

for the 2020 Roadway Surfacing Program

This agreement made in duplicate this 5th day of May 2020.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called “the Owner”)

and

Miller Paving Limited
(hereinafter called “the Contractor”)

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described within this Agreement.
- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents as itemized in Appendix 01, a copy of which is hereto attached and forming part of this agreement; and
- c) Complete, as certified by the Engineer, all the work by **September 30th, 2020.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid **Nine-Hundred and Ninety-Five Thousand, Six-Hundred and Ninety-Three dollars and Seventy-One Cents (\$995,693.71) applicable taxes included,** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of

failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Contractor:

Miller Paving Limited
P.O. Box 248
704024 Rockley Road
New Liskeard, Ontario
P0J 1P0

The Owner:

City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Engineer:

The Director of Public Works
City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of Page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Contractor's Seal)
Consultant's Seal)

Municipal Seal)

Miller Paving Limited

Senior Manager, Estimating & Contracts – Britt Herd

Witness - Signature

Print Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – Logan Belanger

**City of Temiskaming Shores
2020 Road Rehabilitation Program**

Roadway Section	From	To	Class	PCI	Length	Width	Area	Estimated Cost
Elliott Street	Farr	Bruce	5	44	175.0	8.0	1400.0	\$47,078.30
Paget Street	Whitewood	Spruce	5	50	160.0	10.0	1600.0	\$53,803.78
Mckelvie	Hessle	Dawson Point	4	41	400.0	9.0	3600.0	\$121,058.50
Davidson Ave	Broadwood	End	5	54	150.0	7.0	1050.0	\$14,749.83
Agnes	Davidson	End	6	29	75.0	7.0	525.0	\$7,374.92
Birch Street South	Lakeview	End	5	44	325.0	7.5	2437.5	\$34,240.68
Stewart Street	Birch South	Carter	5	44	100.0	8.0	800.0	\$11,237.97
Maple Street South	Lakeview	End	6	NA	100	6.5	650.0	\$9,130.85
Armstrong Street	Hwy 65 E	Southward 125m	3	69	125	16.25	2031.3	\$71,019.70
Whitewood Ave	Paget St	ONR Crossing	3		862	8	6896.0	\$241,108.61
Mowat Landing	Hwy 11	Firstbrooke Line Rd.	4	NA	3060	9	27540.0	\$276,706.98
Silver Centre Rd	Mill Creek	South Limit	5		3150	9	28350.0	\$108,183.60
Total Rehabilitation Costs:					8682.0	76879.8	\$995,693.71	

The Corporation of the City of Temiskaming Shores

By-law No. 2020-050

Being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on May 5, 2020

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas it is the desire of the Council of The Corporation of the City of Temiskaming Shores to confirm proceedings and By-laws;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That the actions of the Council at its Regular meeting held on **May 5, 2020** with respect to each recommendation, by-law and resolution and other action passed and taken or direction given by Council at its said meeting, is, except where the prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.
2. That the Mayor, or in his absence the presiding officer of Council, and the proper officials of the municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor, or in his absence the presiding officer, and the Clerk are hereby directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and to affix the corporate seal of the municipality to all such documents.

Read a first, second and third time and finally passed this 5th day of May, 2020.

Mayor – Carman Kidd

Clerk – Logan Belanger