

STAFF REPORT

Department: Public Works

Date: June 4, 2025

Item: 2025 Winter Sand Tender Award

Recommendation: Be It Resolved That: Council award the Winter Sand Tender WS-2025 to James Lathem Excavating Inc. in the amount of \$37,500.00 (excl. tax).

Background: The 2025 Winter Sand Tender was sent to bidders and posted publicly on the Municipal website on Wednesday May 21st. Invited bidders included OCL Custom Crushing & Quarrying, Carlyle Construction, James Lathem Excavating (Lathem) and E. Corbiere & Sons Construction. It closed on Wednesday June 4th at 2:00pm. Lathem was the only bidder.

The quantity of sand tendered for each year depends on the amount of sand used to treat slippery conditions during the previous winter.

Analysis: As Lathem was the only bidder on the standard specification, it is recommended to award them the tender for \$15.00/tonne x 2,500 tonnes = \$37,500 (excl. tax). The price is a decrease of 8% from last year. Lathem has satisfied the tender bidding requirements.

PW budgeted \$49,250.00 for winter sand in 2025. Included in the tender is a variance of +/- 20% of the total tender quantity. This ensures that we fill the dome adequately in case the tender quantity is too low or high.

Existing Policy: Policy F17-01325, 5.2 Request for Tender.

Strategic Goal: Not applicable.

Financial Commitment: \$37,500 excluding tax.

Budgeted: Yes ☒ No ☐

Implementation: Tender award upon Council approval.

Prepared By: Dave Parker, Superintendent of Public Works

Department Manager: Same



CAO/Clerk:

Approval of Recommendation: **Yes**☐ **No**☐

Comments: