



The Corporation of the Town of Tecumseh

Public Works & Engineering Services

To: Mayor and Members of Council

From: Phil Bartnik, Director Public Works & Engineering Services

Date to Council: February 27, 2024

Report Number: PWES-2024-08

Subject: 2024 Road Needs Study
Award of Engineering Consulting Services

Recommendations

It is recommended:

That Dillon Consulting Limited **be retained** for Engineering Consulting Services for the 2024 Road Needs Study in the amount of \$130,550 excluding HST as a Single Source under the Town of Tecumseh Purchasing Policy and By-law 2021-60 as amended by By-law 2021-103;

And that By-law 2024-016 **be considered** for first, second, third and final reading to authorize the Mayor and Clerk to execute an agreement, satisfactory in form to the Town's Solicitor, with Dillon Consulting Limited.

Background

The Town of Tecumseh maintains an extensive network of urban, semi-urban and rural roads of all classes, with the exception of Class 1 roads such as County Road 22. The roads network is approximately 180 centerline-kilometers of roadway (varying from two to four lanes), consisting of varying materials such as asphalt, concrete, and tar and chip.

The key to managing the Town of Tecumseh roads is to apply the correct rehabilitation strategy at the correct time. This includes applying preventative maintenance strategies

to roads in the early stages of deterioration (e.g. crack sealing), then applying rehabilitation strategies at later dates and ultimately reconstructing the road when the useful life has expired. The Town has utilized Road Needs Studies on a five-year basis to help prioritize road projects and gauge the Town effectiveness in the replacement/rehabilitation strategies to date.

At the February 13, 2024 Regular Council Meeting, Council approved the recommendations within report [PWES-2024-07](#), titled “2024-2028 Public Works & Engineering Services Five-year Capital Works Plan” that authorized Administration to proceed with the 2024 Road Needs Study (Motion: RCM-21/24).

Comments

Administration recommends that Dillon Consulting Limited (Dillon) be retained to provide the Engineering Consulting Services for this project based on their experience with past completion of the 2003, 2008, 2014 and 2019 Road Needs Studies. Continuity of the consultant for this study is important to maintain consistency with the asset condition assessments and reporting framework.

As part of this study, updated traffic count data will be collected for the Town’s roads. This will be completed by Ontario Traffic Inc., who will be engaged by Dillon. Dillon will also be engaging Citylogix Inc. (formerly StreetScan Canada ULC), a company that utilizes automated road scanning technology, to obtain a more detailed assessment/inventory of the Town’s existing road system. Citylogix Inc. is identified as a preferred service provider by Local Authority Services (LAS) which is part of the Association of Municipalities of Ontario (AMO) Business Services.

Purchasing Policy

The Town’s Purchasing Policy has undergone several revisions since 2006, the most recent being through By-Law 2021-60 and amending By-law 2021-103. Section 3.4 of By-law 2021-60 states the following:

“In circumstances where there may be more than once source of supply in the open market, but only one of these is recommended by the Department Director, with concurrence of the Purchasing Officer, for consideration on the grounds that it is more cost effective or beneficial to the Town; and where the expenditure will exceed \$100,000, approval must be obtained from Town Council prior to negotiations with the single source. The Department Director shall be responsible for submitting a report detailing the rationale supporting the use of the single source.”

Consultations

Financial Services
Dillon Consulting Limited

Financial Implications

The project budget has been allocated in the 2024-2028 PWES Five Year Capital Works Plan, totalling \$160,000. The cost for the Engineering Consulting Services of \$130,550, as recommended, is below the approved project budget.

Link to Strategic Priorities

Applicable	2023-2026 Strategic Priorities
<input checked="" type="checkbox"/>	Sustainable Growth: Achieve prosperity and a livable community through sustainable growth.
<input type="checkbox"/>	Community Health and Inclusion: Integrate community health and inclusion into our places and spaces and everything we do.
<input type="checkbox"/>	Service Experience: Enhance the experience of Team Tecumseh and our citizens through responsive and respectful service.

Communications

Not applicable

Website Social Media News Release Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Joseph Lappalainen, E.I.T.
Project Technician

Reviewed by:

John Henderson, P.Eng.
Manager Engineering Services

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Engineering Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
None	None