

Award Decision

Award of RFT-26-020 – Public Works Flat Roof Replacement

Authority and Background:

The following is a decision respecting an Award made by delegated or authorized approval authority having jurisdiction under the City's Delegation of Powers and Duties By-law No. [2014-109](#), which allows the City Manager and Director of Corporate Services acting jointly to make expenditures or incurring any other liability that exceeds \$50,000 if the lame duck provision applies.

Previous Report/Authority:

The project mentioned above was approved in the 2026-2030 Multi-Year Capital Plan.

Background:

Staff retained Pretium Engineering Inc. as the consultant to complete the project's design, including engineering administration and inspection services.

The above-mentioned tender was posted in compliance with the City's Procurement Policy on June 26, 2026, and closed on July 21, 2026; five compliant bids were received.

The project's scope of work includes the replacement of the flat roof areas 1.0, 2.0, 3.1, 3.2, 4.1 & 4.2 at the Public Works Building at 1900 20th Street East.

This memorandum seeks approval for the award of the above-noted project to Always Roofing Ltd. for \$621,295.68, including the non-refundable portion of HST.

Resource Alignment:

Financial Resources

The approved budget for the project is \$693,000.

The updated cost estimates, based on the recommended bid submission are as follows:

Item	Budget	Funding Required	Variance
Construction	\$693,000	\$565,550	\$127,450
Contingency	\$0	\$45,000	(\$45,000)
Consulting Services	\$0	\$21,000	(\$21,000)

The total recommended project funding is as follows:

Description	Approved Funding	Recommended Funding	Variance
Tax Levy	\$693,000	\$631,550	\$61,450

Decision Declaration:

I, Tim Simmonds, City Manager for the City of Owen Sound and I, Kate Allan, Director of Corporate Services for the City of Owen Sound, render the following decision based on the information contained in this memorandum and the recommendation above:

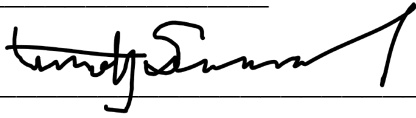
☐ **Approved**

☐ **Refused**

Reason for refusal:

Decision Date: _____

City Manager Signature: _____



Director of Corporate Services Signature: _____

Dave Crane

We affirm that we are authorized to render this decision under the City of Owen Sound's Delegation of Powers and Duties By-law No. 2014-109 and applicable legislation.

Award Decision

Award of RFT-26-015 – Billy Bishop Museum Verandah Restoration

Authority and Background:

The following is a decision respecting an Award made by delegated or authorized approval authority having jurisdiction under the City's Delegation of Powers and Duties By-law No. [2014-109](#), which allows the City Manager and Director of Corporate Services acting jointly to make expenditures or incurring any other liability that exceeds \$50,000 if the lame duck provision applies.

Previous Report/Authority:

The project mentioned above was approved in the 2026-2030 Multi-Year Capital Plan

Report [CR-26-033](#) - Billy Bishop Museum Front Verandah Replacement – Budget Amendment and Project Authorization

Background:

Staff retained a+LiNK Architecture Inc. as the consultant to complete the project's design, including engineering administration and inspection services.

The above-mentioned tender was posted in compliance with the City's Procurement Policy on July 10, 2026, and closed on August 6, 2026; five compliant bids were received.

The project's scope of work includes the restoration of the Billy Bishop Museum Verandah.

Resource Alignment:

Financial Resources

The approved budget for the project is \$131,400.

The updated cost estimates, based on the recommended bid submission, are as follows:

Item	Budget	Funding Required	Variance
Construction	\$110,000	\$132,163	(\$22,163)
Contingency	\$0	\$17,500	(\$17,500)
Consulting Services	\$21,400	\$21,400	\$0

The total recommended project funding is as follows:

Description	Approved Funding	Funding Required	Variance
Tax Levy	\$80,000	\$80,000	\$0
Capital Reserve	\$51,400	\$91,063	(\$39,663)

Decision Declaration:

Decision Declaration

I, **Tim Simmonds, City Manager for the City of Owen Sound and I, Kate Allan, Director of Corporate Services for the City of Owen Sound**, render the following decision based on the information contained in this memorandum and the recommendation above:

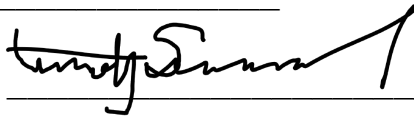
☐ **Approved**

☐ **Refused**

Reason for refusal:

Decision Date: _____

City Manager Signature: _____



Director of Corporate Services Signature: _____

Dave Crane

We affirm that we are authorized to render this decision under the City of Owen Sound's Delegation of Powers and Duties By-law No. 2014-109 and applicable legislation.

Award Decision

Award of RFQ-26-018 – Owen Sound Animal Shelter Shingle Roof
Replacement

Authority and Background:

The following is a decision respecting an Award made by delegated or authorized approval authority having jurisdiction under the City's Delegation of Powers and Duties By-law No. [2014-109](#), which allows the City Manager and Director of Corporate Services acting jointly to make expenditures or incurring any other liability that exceeds \$50,000 if the lame duck provision applies.

Previous Report/Authority:

The project mentioned above was approved in the 2026-2030 Multi-Year Capital Plan

Background:

Staff retained Pretium Engineering Inc. as the consultant to complete the project's design, including engineering administration and inspection services.

The above-mentioned tender was posted in compliance with the City's Procurement Policy on July 7, 2026, and closed on July 31, 2026; two compliant bids were received.

The project's scope of work includes the replacement of the Owen Sound Animal Shelter Shingle Roof at 2125 18th Avenue East, Owen Sound.

Resource Alignment:

Financial Resources

The approved budget for the project is \$40,000.

The updated cost estimates, based on the recommended bid submission are as follows:

Item	Budget	Funding Required	Variance
Construction	\$40,000	\$55,400	(\$15,400)
Contingency	\$0	\$5,000	(\$5,000)
Consulting Services	\$0	\$8,980	(\$8,980)

The total recommended project funding is as follows:

Description	Approved Funding	Funding Required	Variance
Reserves	\$40,000	\$69,380	(\$29,380)

Decision Declaration:

Decision Declaration

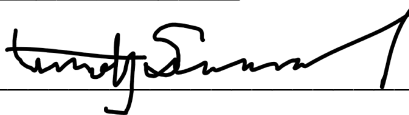
I, **Tim Simmonds, City Manager for the City of Owen Sound** and I, **Kate Allan, Director of Corporate Services for the City of Owen Sound**, render the following decision based on the information contained in this memorandum and the recommendation above:

☐ **Approved**

☐ **Refused**

Reason for refusal:

Decision Date: _____

City Manager Signature: 

Director of Corporate Services Signature: Dave Crane

We affirm that we are authorized to render this decision under the City of Owen Sound's Delegation of Powers and Duties By-law No. 2014-109 and applicable legislation.

Award Decision

Award of RFT-26-022 – Tree Removal Services

Authority and Background:

The following is a decision respecting an Award made by delegated or authorized approval authority having jurisdiction under the City's Delegation of Powers and Duties By-law No. [2014-109](#), which allows the City Manager and Director of Corporate Services acting jointly to make expenditures or incurring any other liability that exceeds \$50,000 if the lame duck provision applies.

Previous Report/Authority:

N/A

Background:

The above-mentioned tender was posted in compliance with the City's Procurement Policy on July 29, 2026, and closed on August 24, 2026; eight compliant bids were received.

The project's scope of work includes tree removal services at several locations throughout the City.

This memorandum seeks approval for the award of the above-noted project to Alexandria Tree Service for \$70,417.92, including the non-refundable portion of HST.

Resource Alignment:

Financial Resources

The approved budget for the project is \$100,000 and is funded from the Parks and Open Space budget.

Decision Declaration:

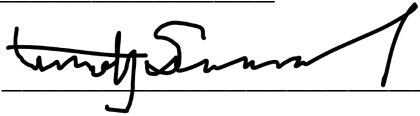
I, Tim Simmonds, City Manager for the City of Owen Sound and I, Kate Allan, Director of Corporate Services for the City of Owen Sound, render the following decision based on the information contained in this memorandum and the recommendation above:

☐ **Approved**

☐ **Refused**

Reason for refusal:

Decision Date: _____

City Manager Signature:  _____

Director of Corporate Services Signature: Dave Crane

We affirm that we are authorized to render this decision under the City of Owen Sound's Delegation of Powers and Duties By-law No. 2014-109 and applicable legislation.

Award Decision

Award of RFT-26-023 – Landfill Leachate Hauling

Authority and Background:

The following is a decision respecting an Award made by delegated or authorized approval authority having jurisdiction under the City's Delegation of Powers and Duties By-law No. [2014-109](#), which allows the City Manager and Director of Corporate Services acting jointly to make expenditures or incurring any other liability that exceeds \$50,000 if the lame duck provision applies.

Previous Report/Authority:

N/A

Background:

The above-mentioned tender was posted in compliance with the City's Procurement Policy on August 5, 2026, and closed August 31, 2026; three compliant bids were received.

The project's scope of work includes a licensed liquid waste hauler to haul leachate from the City's Genoe Landfill Site. The contract is for a two-year term, beginning October 1, 2026 and terminating September 30, 2028, with an option to renew for two (2) additional 24- month periods, upon mutual agreement.

This memorandum seeks approval for the award of the above-noted project to Bio-Ag Services Inc. for \$456,902.40, including the non-refundable portion of HST. This cost is a based on the estimated quantity for the first two years of the contract.

Resource Alignment:

Financial Resources

This contract is funded from the waste management operating budget.

Decision Declaration:

Decision Declaration

I, **Tim Simmonds, City Manager for the City of Owen Sound and I, Kate Allan, Director of Corporate Services for the City of Owen Sound**, render the following decision based on the information contained in this memorandum and the recommendation above:

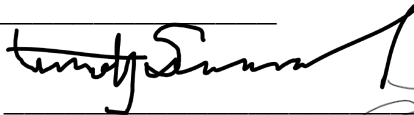
☐ **Approved**

☐ **Refused**

Reason for refusal:

Decision Date: _____

City Manager Signature: _____



Director of Corporate Services Signature: _____

We affirm that we are authorized to render this decision under the City of Owen Sound's Delegation of Powers and Duties By-law No. 2014-109 and applicable legislation.

Award Decision

RFT-23-036 - Traffic Signal Maintenance Agreement Extension

Authority and Background:

The following is a decision respecting an Award Decision made by delegated or authorized approval authority having jurisdiction under the City's Delegation of Powers and Duties By-law No. [2014-109](#), which allows the City Manager and Director of Corporate Services acting jointly to make expenditures or incurring any other liability that exceeds \$50,000 if the lame duck provision applies.

Previous Report/Authority:

[Report CR-24-001](#) – Award of Tender RFT-23-036 – Traffic Signal Maintenance Agreement

[Report OP-26-041](#) – Grey County Urban Road Transfer Update

Background:

On January 15, 2024, the City awarded Trade Services Group Inc. for the work associated with the Traffic Signal Maintenance.

This contract is for the maintenance service provision for all traffic signals and flashing lights/beacons owned and maintained by the City. Maintenance includes, but is not limited to, installation and maintenance of signal heads, pedestrian heads and push buttons, signs, wires, grounding rods, preemption equipment, traffic cabinets, poles, and arms. The City has a total of 23 signalized intersections, three flashing beacons, and four pedestrian crossings requiring Spring and Fall maintenance under this contract.

Grey County Council has endorsed the Urban Road Transfer framework and directed staff to proceed with road transfer agreements and a legal transfer date of June 1, 2027. Owen Sound is proposed to assume approximately

15.37 km of County roads and 11 traffic signals, representing the largest share of the urban road transfers in Grey County.

The current contract is set to expire January 31, 2027 with no additional possible extensions.

Staff are proposing extended the current contract until May 31, 2027. The extension would provide the continuity of criterial operations services while the City will re-tender in Q1 to include the additional traffic signal maintenance requirements associated with the June 1, 2027 Urban Road Transfer.

This memorandum seeks approval for the extension as described from January 31, 2027 to May 31, 2027.

Resource Alignment:

Financial Resources

This contract is funded through the operating budget.

As described in the 2024 award report, inspection and preventative maintenance represent approximately \$18,800 of the annual costs, with the remainder of the anticipated \$64,000 expenditure being associated with emergency repair/replacement needs.

Decision Declaration:

Decision Declaration

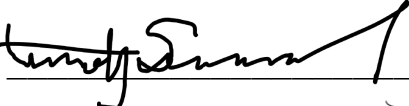
I, Tim Simmonds, City Manager for the City of Owen Sound and I, Kate Allan, Director of Corporate Services for the City of Owen Sound, render the following decision based on the information contained in this memorandum and the recommendation above:

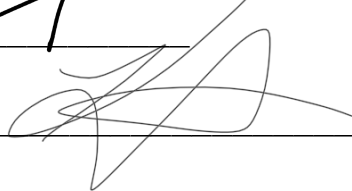
☐ **Approved**

☐ **Refused**

Reason for refusal:

Decision Date: _____

City Manager Signature:  _____

Director of Corporate Services Signature:  _____

We affirm that we are authorized to render this decision under the City of Owen Sound's Delegation of Powers and Duties By-law No. 2014-109 and applicable legislation.

Award Decision

Kelso Beach at Nawash Park Playground and Splashpad Improvements
(CAP-26-0042)

Authority and Background:

The following is a decision respecting an Award Decision made by delegated or authorized approval authority having jurisdiction under the City's Delegation of Powers and Duties By-law No. [2014-109](#), which allows the City Manager and Director of Corporate Services acting jointly to make expenditures or incurring any other liability that exceeds \$50,000 if the lame duck provision applies.

Previous Report/Authority:

[Report CS-26-057](#) Kelso Beach at Nawash Park – Playground Replacement and Splash Pad Revitalization Final Concept Design

[Report CS-26-036](#) Kelso Beach at Nawash Park Playground Replacement and Splash Pad Revitalization

[Multi-Year Capital Plan](#) (2026-2030)

Background:

In fall 2025, the City issued RFP-25-020 for Landscape Architect Services for concept development, public consultation, detailed design, tender preparation, and construction administration for the project. The City awarded the project to C.F. Crozier & Associates Inc.

The work will be completed in three parts:

- Splash pad components will be purchased directly from ABC Recreation (supplier of existing splash pad components) utilizing a Vendor of Record program;

- Playground will be purchased directly utilizing a Vendor of Record program;
- The civil work will be tendered separately with work expected to start in the fall of 2026 with completion in spring 2027 (RFT).

The splash pad will close at the end of September to allow site works to commence. The City is purchasing the playground components directly, and the manufacturer will install them. In early October, ABC Recreation Ltd. will close and winterize the splash pad and then remove the features for refurbishment. The upgraded and new equipment will be installed in Spring 2027.

Section 24 of Policy AF004 Procurement Policy permits non-standard procurement under a series of options, including the procurement of goods, services, construction, or consulting services through a Vendor of Record (VoR) program, where analysis supports the best value.

The City became a Local Authority Services (LAS) Canoe procurement program member in 2022 to leverage pricing received under the competitive procurement programs available.

This memorandum seeks approval for the award of the above noted project to ABC Recreation Ltd. for \$64,918.79, including the non-refundable portion of HST.

Resource Alignment:

Financial Resources

The approved budget for the project is \$638,800, including consulting services and construction for the entire project. This project is funded with a combination of tax levy, reserves and donations.

Decision Declaration:

Decision Declaration

I, **Tim Simmonds, City Manager for the City of Owen Sound and I, Kate Allan, Director of Corporate Services for the City of Owen Sound**, render the following decision based on the information contained in this memorandum and the recommendation above:

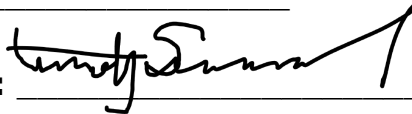
☐ **Approved**

☐ **Refused**

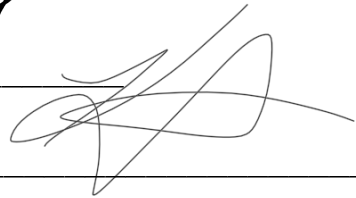
Reason for refusal:

Decision Date: _____

City Manager Signature: _____



Director of Corporate Services Signature: _____



We affirm that we are authorized to render this decision under the City of Owen Sound's Delegation of Powers and Duties By-law No. 2014-109 and applicable legislation.

Award Decision

Approval of Non-Standard Procurement – Bayshore Community Centre Arena
Bowl Seat Replacements (CAP-27-0002)

Authority and Background:

The following is a decision respecting an Award Approval made by delegated or authorized approval authority having jurisdiction under the City's Delegation of Powers and Duties By-law No. [2014-109](#), which allows the City Manager and Director of Corporate Services acting jointly to make expenditures or incurring any other liability that exceeds \$50,000 if the lame duck provision applies.

Previous Report/Authority:

[Multi-Year Capital Plan](#) (2027-2031)

Background:

The Bayshore Community Centre Arena Bowl Seat Replacements project was approved in the 2027-2031 Multi-Year Capital Plan with a budget of \$650,000.

The project's scope of work includes replacing all original seats. The original seats are from 1983 and are in need of constant repairs. Replacement parts are no longer available from the manufacturer to make these repairs and staff are constantly attempting to repair the seats without proper parts. The new seats would directly match the seating installed during the 2001 renovation in the east portion of the arena bowl.

The work is anticipated to take place May to June 2027. Seating in the arena bowl will be reduced; however, access to the existing east-side seats will remain. There will be no impact to rentals.

Section 24 of Policy AF004 Procurement Policy permits non-standard procurement under a series of options, including the procurement of goods, services, construction, or consulting services through a Vendor of Record (VoR) program, where analysis supports the best value.

The City became a Local Authority Services (LAS) Canoe procurement program member in 2022 to leverage pricing received under the competitive procurement programs available.

This memorandum seeks approval for the non-standard procurement of the above-noted project from Creative Sports Solutions (CSS), a division of Ralph Connor Co. Ltd., for \$599,193.41, including the non-refundable allocation of HST.

Resource Alignment:

Financial Resources

The approved budget for the project is \$650,000 and is funded through the Tax Levy.

The total cost value is \$599,193.41, including the non-refundable allocation of HST.

Creative Sports Solutions (CSS) a division of Ralph Connor Co. Ltd. is a Canadian Company, where over 51% of the products will be sourced or manufactured in Canada. This is compliant with the Municipal Buy Ontario Procurement Directive requirements.

Decision Declaration:

Decision Declaration

I, Tim Simmonds, City Manager for the City of Owen Sound and I, Kate Allan, Director of Corporate Services for the City of Owen Sound, render the following decision based on the information contained in this memorandum and the recommendation above:

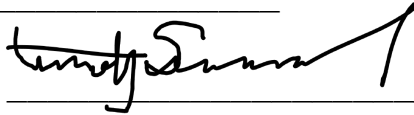
☐ **Approved**

☐ **Refused**

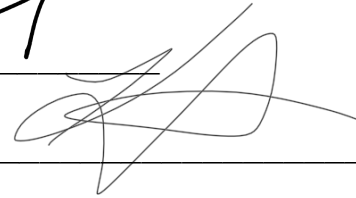
Reason for refusal:

Decision Date: _____

City Manager Signature: _____



Director of Corporate Services Signature: _____



We affirm that we are authorized to render this decision under the City of Owen Sound's Delegation of Powers and Duties By-law No. 2014-109 and applicable legislation.

Budget Amendment Decision

Water Treatment Plant – Filter Upgrades (project #CAP-26-0091)

Authority and Background:

The following is a decision respecting a Budget Amendment Approval made by delegated or authorized approval authority having jurisdiction under the City's Delegation of Powers and Duties By-law No. [2014-109](#), which allows the City Manager and Director of Corporate Services acting jointly to make expenditures or incurring any other liability that exceeds \$50,000 if the lame duck provision applies.

Previous Report/Authority:

[CR-23-079](#) Subject: Award of RFT-23-004 – Filter Upgrade, Water Treatment Plant (Construction)

[OP-25-014](#) Subject: Water Treatment Plant Filter Upgrade Project Update

Background:

In 2022, a capital project was initiated based on a consultant's study (completed in 2020) to rehabilitate the filters at the Water Treatment Plant. The original project scope of work included:

- New filter underdrains
- Addition of an air scour blower system including process piping
- HVAC improvements
- New UV reactors
- Filter media
- Filter concrete restoration and asbestos abatement

The engineering and design component of this process was awarded to R.V. Anderson under Delegated Authority on July 19, 2021.

On September 25, 2023, Council awarded the construction component of the contract to North America Construction (1993) Ltd. and also authorized an increase to the project budget due to the unknown factors identified during the design and tendering processes related to not being able to determine the amount of the deterioration under the existing media and underdrains until they would be removed during construction.

On April 14, 2025, an additional project budget increase was approved by Council to cover changes related to minor building modifications required to accommodate the installation of new backwash blowers, leading to site grading changes and the need for an engineered retaining wall as well as updates to the out-of-date electrical infrastructure (CB-1 Breaker) which was incompatible and non-compliant with the new electrical process as well as additional contract administration and inspection.

Currently, additional funds are required related to the addition of a butterfly valve gearbox, fire damper, extra UV panel work, ductwork re-routing, excess soil removal, air scour electrical grounding, gas piping work, asbestos abatement, and provisional concrete work.

Section 33 of the Procurement Policy authorizes the Purchasing Agent or delegate to disperse additional funds where any purchase of Goods, Services, Construction or Consulting Services has been authorized under the policy, provided that the additional funds:

- i) are available within the relevant budget; and
- ii) are required to complete works that are necessary as part of the original contract.

This memorandum seeks approval for an increase of \$545,000, including the non-refundable portion of HST, to fund the additional construction related costs as well as the engineering and contract administration required for project completion.

Impacts on Project Timeline

Substantial completion is planned to occur by the end of November 2026.

Resource Alignment:

Financial Resources

The project budget amendments required are as follows:

Description	Approved Funding	Recommended Funding	Difference
Consulting – Engineering and Contract Administration	\$581,350	\$956,350	(\$375,000)
Construction	\$5,202,500	\$5,372,500	(\$170,000)
Total budget	\$5,783,850	\$6,328,850	(\$545,000)

Decision Declaration:

Decision Declaration

I, **Tim Simmonds, City Manager for the City of Owen Sound and I, Kate Allan, Director of Corporate Services for the City of Owen Sound**, render the following decision based on the information contained in this memorandum and the recommendation above:

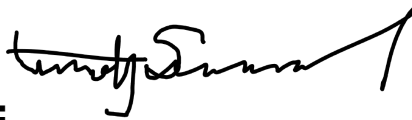
☐ **Approved**

☐ **Refused**

Reason for refusal:

Decision Date: _____

City Manager Signature: _____



Director of Corporate Services Signature: _____

We affirm that we are authorized to render this decision under the City of Owen Sound's Delegation of Powers and Duties By-law No. 2014-109 and applicable legislation.