

Phone: (519)255-6211

**CITY HALL
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CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAOP 44/2026

Approved: Friday, April 17, 2026

- I. THAT the CAO **APPROVE** an amendment to the existing service agreement with M.E. Andrews and Associates Limited, RFT 9-24, for trunk sewer inspections across the City of Windsor, extending the contract for the April 5, 2026 – April 4, 2027, term (second of three additional one-year extension options), with an upset limit of \$535,958 (excluding applicable taxes); and further,
- II. THAT the CAO and City Clerk **EXECUTE** the second one-year extension agreement with M.E. Andrews and Associates Limited in the amount of \$535,958 (excluding applicable taxes) satisfactory in form to the City Solicitor, in financial content to the City Treasurer, and in technical content to the City Engineer; and further,
- III. THAT the CAO **APPROVE** an amendment to the existing service agreement with M.E. Andrews and Associates Limited, RFT 9-24, for trunk sewer inspections across the City of Windsor, extending the contract for the April 5, 2027 – April 4, 2028, term (third of three one-year extension options), if required with an upset limit of \$423,648 (excluding applicable taxes); and further,
- IV. THAT the CAO and City Clerk **EXECUTE** the third one-year extension agreement with M.E. Andrews and Associates Limited in the amount of \$423,648 (excluding applicable taxes), if required, pursuant to Purchasing Bylaw 93-2012 and amendments thereto, satisfactory in form to the City Solicitor, in financial content to the City Treasurer, and in technical content to the City Engineer; and further,
- V. THAT the CAO **AUTHORIZE** administration to issue any change order(s) and to use available funds remaining in the approved Capital Budget, Flooding



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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Abatement Measures project, 7169001, allocated for trunk sewer inspections across the City of Windsor as detailed herein for any change order requirements / directives related to Tender No. 9-24 provided that the change order amounts do not exceed the approved budget amounts.

Report Number: CAOP 44/2026
Clerk's File: SW/14739

Anna Ciacelli

Deputy City Clerk / Supervisor of Council Services
April 17, 2026

Department Distribution

Financial Planning Administrator – Public Works Operations
Purchasing Manager (A)
Senior Manager, Contracts, Field Services and Maintenance
Executive Director, Operations / Deputy City Engineer (A)
Commissioner, Infrastructure Services and City Engineer
City Solicitor
On behalf of Commissioner, Finance and City Treasurer
Chief Administrative Officer