

## Request for Decision

<b>Title</b>	<b>Contract Award: Glory Hills Subdivision and Rol-Anna Park Rehabilitation</b>
<b>Proposed Motion</b>	That Council award the contract for the Glory Hills Subdivision and Rol-Anna Park Rehabilitation project to Knelsen Sand & Gravel Ltd. at a contract price of \$3,649,818.96 (excluding GST) and authorize the Chief Administrative Officer to execute the contract.
<b>Administrative Recommendation</b>	Administration recommends that Council award the contract for the Glory Hills Subdivision and Rol-Anna Park Rehabilitation project to Knelsen Sand & Gravel Ltd. as the lowest compliant bidder.
<b>Previous Council / Committee Direction</b>	<u>December 14, 2021 Regular Council Meeting</u> Motion 549/21: That Council approve the proposed 2022 Operating and Capital Budget as amended by motions passed on November 30, 2021.
<b>Report</b>	<p><u>Background Information</u></p> <ul style="list-style-type: none"> <li>Glory Hills Subdivision: The Glory Hills Subdivision Rehabilitation project includes Galaxy Way (0.8 kilometres) and Zodiak Drive (3.0 kilometres) for a total length of 3.8 kilometres of road rehabilitation within the subdivision. The work will consist of pulverizing, salvaging, hauling, placing/compacting existing granular material, and surfacing the road with a new asphalt structure.</li> <li>Rol-Anna Park: The Rol-Anna Park Rehabilitation project includes McFeeters Road, which is 0.8 kilometres in length. This work has the same rehabilitation strategy as Glory Hills, which consists of pulverizing, salvaging, hauling, and placing/compacting existing granular material, and surfacing the road with a new asphalt structure.</li> </ul> <p><u>External Communication</u></p> <p><b>Tendering</b></p> <ul style="list-style-type: none"> <li>Tenders for the Glory Hills Subdivision and Rol-Anna Park Rehabilitation project were advertised on Alberta Purchasing Connection (APC) starting February 25, 2022. The tender period closed on March 21, 2022.</li> <li>Nine (9) compliant bids were received, ranging from \$3,649,818.96 to \$4,639,511 (excluding GST).</li> <li>The tenders were reviewed, and it is recommended that Sturgeon County award the contract for the Glory Hills Subdivision and Rol-Anna Park Rehabilitation project to Knelsen Sand and Gravel Ltd. as the lowest compliant bidder.</li> </ul>

	<p><b>Communications</b></p> <ul style="list-style-type: none"> <li>Construction information signs will be installed, and notifications will be mailed to all affected residents following the contract award and prior to construction startup.</li> </ul> <p><u>Relevant Policy/Legislation/Practices:</u></p> <p>Procurement Policy</p> <ul style="list-style-type: none"> <li>Invitation to Tender is identified as the acceptable method of procurement for construction contracts and other high value procurements.</li> <li>Sturgeon County's standard for communicating competitive procurement opportunities is through the Alberta Purchasing Connection.</li> <li>Purchases exceeding \$500,000 are to be ratified at the following Council Meeting.</li> <li>The Chief Administrative Officer shall be signing authority for all Construction or Capital contracts over \$500,000.</li> </ul>														
<b>Implication of Administrative Recommendation</b>	<p><u>Strategic Alignment:</u></p> <p><b>Planned Growth</b> – The awarding of this contract is consistent with: <i>Reliable and effective infrastructure.</i></p> <p><b>Operational Excellence</b> – The awarding of this contract is consistent with: <i>Quality cost-effective service delivery; asset management and performance measurement.</i></p> <p><u>Organizational:</u></p> <ul style="list-style-type: none"> <li>The awarding of this contract will reduce the maintenance requirements of this road segment thereby freeing up additional capacity to maintain Sturgeon County's service commitment to operational excellence.</li> </ul> <p><u>Financial:</u></p> <ul style="list-style-type: none"> <li>To date, \$43,000 has been spent on feasibility, design, and procurement.</li> <li>As per the below table, the estimated total cost to complete the Glory Hills Subdivision and Rol-Anna Park Rehabilitation project is \$3,929,462.63. There is currently \$4,560,000 in available funds.</li> </ul> <table> <tr> <td colspan="2"><b>Estimated Costs</b></td></tr> <tr> <td>Construction (Less Site Occ.)</td><td>\$3,421,818.96</td></tr> <tr> <td>Contingency (10%)</td><td>\$342,181.90</td></tr> <tr> <td>Estimated Engineering</td><td>\$165,461.77</td></tr> <tr> <td><b>Total Funding Requirement</b></td><td><b>\$3,929,462.63</b></td></tr> <tr> <td colspan="2"><b>Budget</b></td></tr> <tr> <td>Glory Hills/Rol-Anna – 2022 Budget</td><td><b>\$ 4,560,000.00</b></td></tr> </table>	<b>Estimated Costs</b>		Construction (Less Site Occ.)	\$3,421,818.96	Contingency (10%)	\$342,181.90	Estimated Engineering	\$165,461.77	<b>Total Funding Requirement</b>	<b>\$3,929,462.63</b>	<b>Budget</b>		Glory Hills/Rol-Anna – 2022 Budget	<b>\$ 4,560,000.00</b>
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<b>Alternatives Considered</b>	Council could decide not to award the contract at this time.
<b>Implications of Alternatives</b>	<p><u>Strategic Alignment:</u></p> <ul style="list-style-type: none"> <li>• <b>Planned Growth</b> – Not awarding the contract would be inconsistent with this strategic objective.</li> <li>• <b>Operational Excellence</b> – Not awarding the contract would be inconsistent with this strategic objective.</li> </ul> <p><u>Organizational:</u></p> <ul style="list-style-type: none"> <li>• By not awarding the contract, Sturgeon County would be required to continue intensive maintenance requiring further resources to maintain an acceptable level of service.</li> </ul> <p><u>Financial:</u></p> <ul style="list-style-type: none"> <li>• Not awarding the contract would only temporarily defer the required capital renewal cost for this asset.</li> </ul>
<b>Follow up Action</b>	<ol style="list-style-type: none"> <li>1. Execute the contract with Knelsen Sand &amp; Gravel Ltd. (CAO Office, Q2 2022).</li> <li>2. Send notification letters to residents and install construction information signs (Transportation &amp; Engineering Services, Q2 2022).</li> </ol>
<b>Attachment(s)</b>	<ol style="list-style-type: none"> <li>1. Attachment 1: Tender Bid Results</li> <li>2. Attachment 2: Location Plan</li> <li>3. Attachment 3: Award Recommendation Letter</li> </ol>
<b>Report Reviewed by:</b>	<p>Gary Mayhew, Director, Transportation &amp; Engineering Services</p> <p>Scott McDougall, Chief Operating Officer – COO</p> <p>Reegan McCullough, County Commissioner – CAO</p>

## Strategic Alignment Checklist

**Vision:** *Offering a rich tapestry of historical, cultural, and natural experiences, Sturgeon County is a municipality that honours its rural roots and cultivates desirable communities. Uniquely situated to provide world-class agricultural, energy, and business investment opportunities, the County prioritizes responsible stewardship and dreaming big.*

**Guiding Principles:** Collaboration | Accountability | Flexibility | Excellence | Safety | Future Readiness | Affordability | Innovation

Community Outcome	Not consistent	Consistent	N/A
<b>Planned Growth</b>			
<ul style="list-style-type: none"> <li>Internationally competitive to attract, grow and sustain diverse businesses; tenacious focus on new growth and innovation</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Modern broadband and digital capabilities</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Low cost, minimal red-tape regulations</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Reliable and effective infrastructure planning; comprehensive land use and infrastructure planning</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Thriving Communities</b>			
<ul style="list-style-type: none"> <li>Beautiful, surprising places with high standards; integrated natural spaces &amp; trail systems; healthy and resilient</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Engaging cultural, historical, and civic amenities; strong community identity and pride</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Safe, welcoming, and diverse communities; small community feel and personal connection; commitment to high quality of life</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Environmental Stewardship</b>			
<ul style="list-style-type: none"> <li>Clean air, land, and water; Carbon neutral municipal practices; circular economy opportunities</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Conservation of natural areas and agricultural lands; enhanced greening and biodiversity; safekeeping ecosystems</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Sustainable development; partnerships with industry and others to drive emission reductions</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Collaborative Governance</b>			
<ul style="list-style-type: none"> <li>Predictable and stable external relationships; volunteer partnerships</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Meaningful connections with Indigenous communities</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Ongoing community consultation and engagement; transparent and action-oriented decision making based on sound rationale</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Respectful and informed debate; clear and supportive governance processes</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Operational Excellence</b>			
<ul style="list-style-type: none"> <li>Engaged and effective people – Council, Admin and Volunteers; continuous learning and improvement mindset; nimble and bold, with strong leadership</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Quality cost-effective service delivery; robust procurement and operational practices and policies; asset management and performance measurement; careful debt and reserve stewardship; long-term financial planning and sustainability</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Future focused thinking to proactively respond to emerging opportunities and challenges</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Alternative revenue generation and service delivery models integrated strategic and business planning</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>