

Request for Decision

Title	Contract Award: Hillsborough Estates Subdivision Surfacing
Proposed Motion	That Council award the contract for the Hillsborough Estates Subdivision Surfacing Contract (2022-025) to Park-Aid Asphalt and Maintenance Ltd. at a contract price of \$3,437,006 (excluding GST) and authorize the Chief Administrative Officer to execute the contract.
Administrative Recommendation	Administration recommends that Council award the contract for the Hillsborough Estates Subdivision Surfacing (2022-025) to Park-Aid Asphalt and Maintenance Ltd. as the lowest compliant bidder.
Previous Council / Committee Direction	<u>December 14, 2021, Regular Council Meeting</u> Motion 549/21: That Council approve the 2022 Operating and Capital Budget as amended by motions passed on November 30, 2021.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> The Hillsborough Estates Subdivision Surfacing contract consists of grading, granular base course, asphalt concrete pavement, and other work on Hillsborough Drive, Hillsborough Heights, Hillsborough Crescent, and Hillsborough Place. Total length of project is approximately 4 kilometres. <p><u>External Communication</u></p> <p>Tendering</p> <ul style="list-style-type: none"> Tenders for the Hillsborough Estates Subdivision Surfacing project were posted on Alberta Purchasing Connection (APC) on March 4, 2022 and closed on March 28, 2022. Ten (10) bids were received, ranging from \$3,437,006 to \$4,669,396.30 excluding GST. Administration reviewed the tenders and recommends that the contract for the Hillsborough Estates Subdivision Surfacing project be awarded to Park-Aid Asphalt and Maintenance Ltd. as the lowest compliant bidder. <p>Communications</p> <ul style="list-style-type: none"> Notifications will be mailed to all affected residents following the contract award and prior to construction startup.

	<p><u>Relevant Policy/Legislation/Practices:</u></p> <p>Procurement Policy</p> <ul style="list-style-type: none"> • Invitation to Tender is identified as the acceptable method of procurement for construction contracts and other high value procurements. • Sturgeon County's standard for communicating competitive procurement opportunities is through the Alberta Purchasing Connection. • Purchases exceeding \$500,000 are to be ratified at the following Council Meeting. • The Chief Administrative Officer shall be signing authority for all Construction or Capital contracts over \$500,000. 												
<p>Implication of Administrative Recommendation</p>	<p><u>Strategic Alignment:</u></p> <p>Planned Growth – The awarding of this contract is consistent with: <i>Reliable and effective infrastructure.</i></p> <p>Operational Excellence – 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"> • 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. <p><u>Organizational:</u></p> <ul style="list-style-type: none"> • The award of this contract will significantly reduce the maintenance requirements of these road segments, thereby freeing up additional capacity to maintain Sturgeon County's service commitment to operational excellence. <p><u>Financial:</u></p> <ul style="list-style-type: none"> • The estimated total cost to complete the Hillsborough Estates Subdivision Surfacing project is \$3,911,829.60 (excluding GST and Site Occupancy), and there is currently \$4,300,000 in available funds. <table> <tr> <td colspan="2">Estimated Costs</td></tr> <tr> <td>Construction (Less Site Occ.)</td><td>\$3,257,006.00</td></tr> <tr> <td>Contingency (10%)</td><td>\$325,700.60</td></tr> <tr> <td>Estimated Engineering</td><td>\$329,123.00</td></tr> <tr> <td>Total Funding Requirement</td><td>\$3,911,829.60</td></tr> <tr> <td>2022 Budget</td><td>\$4,300,000.00</td></tr> </table>	Estimated Costs		Construction (Less Site Occ.)	\$3,257,006.00	Contingency (10%)	\$325,700.60	Estimated Engineering	\$329,123.00	Total Funding Requirement	\$3,911,829.60	2022 Budget	\$4,300,000.00
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<p>Alternatives Considered</p>	<p>Council could decide not to award the contract at this time.</p>												
<p>Implications of Alternatives</p>	<p><u>Strategic Alignment:</u></p> <ul style="list-style-type: none"> • Planned Growth – Not awarding the contract would be inconsistent with this strategic objective. 												

	<ul style="list-style-type: none"> • Operational Excellence – Not awarding the contract would be inconsistent with this strategic objective. <p><u>Organizational:</u></p> <ul style="list-style-type: none"> • By not awarding the contract, Sturgeon County would be required to continue intensive maintenance, requiring further resources to maintain an acceptable level of service. <p><u>Financial:</u></p> <p>Not awarding this contract would only temporarily defer the required capital renewal cost for this asset.</p>
Follow up Action	<ol style="list-style-type: none"> 1. Execute the contract with Park-Aid Asphalt and Maintenance Ltd. (CAO Office, Q2, 2022) 2. Send notification letters to residents and install construction information signs (Transportation & Engineering Services, Q2, 2022).
Attachment(s)	<ol style="list-style-type: none"> 1. Attachment 1: Tender Bid Results 2. Attachment 2: Location Plan 3. Attachment 3: Award Recommendation Letter
Report Reviewed by:	<p>Gary Mayhew, Director, Transportation & Engineering Services</p> <p>Scott MacDougall, 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
Planned Growth			
<ul style="list-style-type: none"> Internationally competitive to attract, grow and sustain diverse businesses; tenacious focus on new growth and innovation 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Modern broadband and digital capabilities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Low cost, minimal red-tape regulations 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Reliable and effective infrastructure planning; comprehensive land use and infrastructure planning 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Thriving Communities			
<ul style="list-style-type: none"> Beautiful, surprising places with high standards; integrated natural spaces & trail systems; healthy and resilient 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Engaging cultural, historical, and civic amenities; strong community identity and pride 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Safe, welcoming, and diverse communities; small community feel and personal connection; commitment to high quality of life 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environmental Stewardship			
<ul style="list-style-type: none"> Clean air, land, and water; Carbon neutral municipal practices; circular economy opportunities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Conservation of natural areas and agricultural lands; enhanced greening and biodiversity; safekeeping ecosystems 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Sustainable development; partnerships with industry and others to drive emission reductions 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Collaborative Governance			
<ul style="list-style-type: none"> Predictable and stable external relationships; volunteer partnerships 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Meaningful connections with Indigenous communities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Ongoing community consultation and engagement; transparent and action-oriented decision making based on sound rationale 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Respectful and informed debate; clear and supportive governance processes 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Operational Excellence			
<ul style="list-style-type: none"> Engaged and effective people – Council, Admin and Volunteers; continuous learning and improvement mindset; nimble and bold, with strong leadership 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> 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 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Future focused thinking to proactively respond to emerging opportunities and challenges 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Alternative revenue generation and service delivery models integrated strategic and business planning 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>