

## Request for Decision

<b>Title</b>	<b>Contract Award: 2023 Pavement Preservation – Micro-Surfacing</b>
<b>Proposed Motion</b>	That Council award the contract for the 2023 Pavement Preservation Micro-Surfacing Program to West-Can Seal Coating Inc. at a contract price of \$699,053.25 (excluding GST) and authorize the Chief Administrative Officer to execute the contract.
<b>Administrative Recommendation</b>	Administration recommends that Council award contract for the 2023 Pavement Preservation Micro-Surfacing Program to West-Can Seal Coating Inc., as the lowest compliant bidder.
<b>Previous Council / Committee Direction</b>	<u>December 13, 2022 Regular Council Meeting</u> Motion 482/22: That Council approve the 2023-2025 Capital Budgets in the amounts of \$35,701,907 for 2023, \$42,114,975 for 2024, and \$38,639,232 for 2025 as referenced in Attachment 3: Capital Funding and Project Listing.
<b>Report</b>	<p><u>Background Information</u></p> <p>The 2023 Pavement Preservation (Micro-Surfacing) Program contract consists of the following road segments (see Attachment 1):</p> <ol style="list-style-type: none"> <li>1. Bellerose Drive (1.85km)</li> <li>2. Sunnyside Road (5.90km)</li> </ol> <p><u>External Communication</u></p> <p><b>Tendering</b></p> <ul style="list-style-type: none"> <li>• Tenders for the 2023 Pavement Preservation were posted on Alberta Purchasing Connection (“APC”) on February 23, 2023, and closed on March 16, 2023.</li> <li>• One (1) bid was received, at \$699,053.25 (excluding GST) (see Attachment 2).</li> <li>• Administration reviewed the received tender and it meets all contract specifications. Therefore, Administration recommends that Council award the contract for the 2023 Pavement Preservation Program to West-Can Seal Coating Inc.</li> </ul> <p><b>Communications</b></p> <p>Following the contract award and prior to construction startup, notifications will be mailed to all affected residents.</p>

	<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 APC.</li> <li>• Purchases exceeding \$500,000 are to be ratified at the following Council Meeting.</li> <li>• The Chief Administrative Officer is the 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>• The estimated total cost to complete the 2023 Pavement Preservation (Micro-Surfacing) is \$699,035.25 (excluding GST). There is currently \$2,000,000 in available funds.</li> <li>• A component of the work incorporated into and funded through the 2023 Pavement Preservation Program is a separate mill and fill pavement treatment.</li> </ul> <table> <tr> <td colspan="2"><b>Estimated Costs</b></td></tr> <tr> <td>Construction</td><td>\$699,053.25</td></tr> <tr> <td>Contingency (10%)</td><td>\$69,905.33</td></tr> <tr> <td><b>Total Funding Requirement</b></td><td><b>\$768,958.58</b></td></tr> <tr> <td colspan="2"><b>Budget</b></td></tr> <tr> <td>2023 Approved Budget</td><td>\$2,000,000.00</td></tr> <tr> <td><b>Total Available Funds</b></td><td><b>\$2,000,000.00</b></td></tr> </table>	<b>Estimated Costs</b>		Construction	\$699,053.25	Contingency (10%)	\$69,905.33	<b>Total Funding Requirement</b>	<b>\$768,958.58</b>	<b>Budget</b>		2023 Approved Budget	\$2,000,000.00	<b>Total Available Funds</b>	<b>\$2,000,000.00</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> <p><b>Planned Growth</b> – Not awarding the contract would be inconsistent with this strategic objective.</p>														

	<p><b>Operational Excellence</b> – Not awarding the contract would be inconsistent with this strategic objective.</p> <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 this contract would only temporarily defer the required capital renewal cost for these assets.</li> </ul>
<b>Follow up Action</b>	<ol style="list-style-type: none"> <li>Execute the contract with West-Can Seal Coating Inc. (CAO Office, Q2 2023).</li> <li>Send project notification letters to impacted residents (Transportation &amp; Engineering Services, Q2 2023).</li> <li>Place project information signs (Transportation &amp; Engineering Services, Q2 2023).</li> </ol>
<b>Attachment(s)</b>	<ol style="list-style-type: none"> <li>Attachment 1: Location Maps</li> <li>Attachment 2: Tender Bid Results</li> </ol>
<b>Report Reviewed by:</b>	<p>Gary Mayhew, Director, Transportation &amp; 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
<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"/>