

Request for Decision

Title	Contract Awards: July 19 to August 21, 2023
Proposed Motion	<ol style="list-style-type: none"> 1. That Council authorize the transfer of \$310,750 from the Road Network Reserve to fund selective rehabilitation work specific to drainage issues in Cardiff Echoes. 2. That Council authorize the Chief Administrative Officer to execute contract awards for the Estate Way Road Reconstruction and Surfacing, Bridge File 00889 (Township Road 564), and Cardiff Echoes Selective Rehabilitation projects to the respective recommended compliant bidders.
Administrative Recommendation	Administration recommends that Council authorize the Chief Administrative Officer to execute contract awards as noted in the proposed motion.
Previous Council / Committee Direction	<p><u>April 25, 2023 Regular Council Meeting</u> Motion 160/23: That Council approve the reallocation of \$4,476,885 in funding from the 2024 Capital Budget to the 2023 Capital Budget for Range Road 220 – Township Road 570 to Redwater in the amount of \$4,200,000 and Bridge File 00889 (Township Road 564) in the amount of \$276,885.</p> <p><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.</p>
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> • The following tenders will be due for contract award during Council’s summer break: <ol style="list-style-type: none"> 1. Estate Way Road Reconstruction and Surfacing; 2. Bridge File 00889 (Township Road 564); and 3. Cardiff Echoes Selective Rehabilitation. • Projects 1 & 2 were approved by Council as part of the 2023 - 2025 Capital Budget and are estimated above \$500,000. • Project 3 is rehabilitation of infrastructure that was damaged by localized and pronounced ground water flows. • Sturgeon County’s Procurement Policy states that purchases exceeding \$500,000 are to be ratified by Council.

- By delegating the Chief Administrative Officer authority to execute contract awards for these projects, Council will ensure delivery schedules are met with respect to construction during Council’s summer break.

External Communication

- Following the contract award and prior to commencement of construction, notifications will be mailed to all affected residents and construction information signs will be installed.

Relevant Policy/Legislation/Practices:

Procurement Policy

- 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 (“APC”).
- Purchases exceeding \$500,000 shall be ratified at the following Council Meeting.
- The Chief Administrative Officer shall be signing authority for all Construction or Capital contracts over \$500,000.

Implication of Administrative Recommendation

Strategic Alignment:

Planned Growth – The awarding of these contracts is consistent with *Reliable and effective infrastructure.*

Operational Excellence – The awarding of these contracts is consistent with *Quality cost-effective service delivery; asset management and performance measurement.*

Organizational:

- The awarding of these contracts will reduce the maintenance requirements of identified road segments thereby freeing up additional capacity to maintain Sturgeon County’s service commitment to operational excellence.

Financial:

Estate Way Project

Estate Way (Rge Rd 225 - Park Rd)	\$1,143,830.00
SIP Drainage	\$245,000.00
Total Budget	\$1,388,830.00

Bridge File 00889 (Township Road 564)

Bridge File 00889 (Township Road 564)	\$366,885.00
Available MSI Allocation RR 275 Hwy 37	\$310,000.00
Total Budget	\$676,885.00

Cardiff Echoes

Selective Pavement, Curb & Gutter Rehab	\$226,250.00
Dewatering Wet Well	\$56,250.00
Engineering	\$28,250.00
Funding Request	\$310,750.00

Alternatives Considered	Council could decide not to authorize the Chief Administrative Officer to award these contracts prior to Council review and approval.
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Implications of Alternatives	<p><u>Strategic Alignment</u> Planned Growth – By not delegating contract award authority for these projects to the CAO, project schedules may be delayed, and some projects may be deferred to 2024.</p> <p><u>Organizational:</u> Construction delays would require continued maintenance on some of the most maintenance intensive assets, thereby reducing overall capacity to maintain Sturgeon County’s service commitment to operational excellence.</p>
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Follow up Action	<ol style="list-style-type: none"> 1. Award contracts to recommended compliant bidders (Chief Administrative Officer, Q3 2023). 2. Send project notification letters to impacted residences (Transportation & Engineering Services, Q3 2023).
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Attachment(s)	1. Attachment 1: Location Maps
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Report Reviewed by:	<p>Gary Mayhew, Director, Transportation & Engineering Services</p> <p>Andrew Hayes, General Manager, Financial Services & Chief Financial Officer</p> <p>Reegan McCullough, County Commissioner – CAO</p>
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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"/>