




MACKENZIE COUNTY

SPECIAL COUNCIL MEETING

MAY 28, 2024
10:30 AM

FORT VERMILION COUNCIL
CHAMBERS

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Mackenzie County

**MACKENZIE COUNTY
SPECIAL COUNCIL MEETING**

**Tuesday, May 28, 2024
10:30 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

CALL TO ORDER:	1.	a)	Call to Order	
AGENDA:	2.	a)	Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a)	None	
CLOSED MEETING:			<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a)	None	
TENDERS:	5.	a)	North Trunk Sanitary Sewer Contract #2 – Lift Station	5
		b)	Hamlet of La Crete North Trunk Sanitary Sewer - Awarding	9
PUBLIC HEARINGS:	6.	a)	None	
DELEGATIONS:	7.	a)	None	
GENERAL REPORTS:	8.	a)	None	
AGRICULTURE SERVICES:	9.	a)	None	
COMMUNITY SERVICES:	10.	a)	None	
FINANCE:	11.	a)	None	
PROJECTS & INFRASTRUCTURE:	12.	a)	None	

- | | | | | |
|---|-----|----|--|----|
| OPERATIONS: | 13. | a) | Budget Amendment – Additional Re-gravelling | 13 |
| UTILITIES: | 14. | a) | None | |
| PLANNING &
DEVELOPMENT: | 15. | a) | None | |
| ADMINISTRATION: | 16. | a) | None | |
| COMMITTEE OF THE
WHOLE ITEMS: | 17. | a) | None | |
| COUNCIL
COMMITTEE
REPORTS: | 18. | a) | None | |
| INFORMATION /
CORRESPONDENCE: | 19. | a) | None | |
| NOTICE OF MOTION: | 20. | a) | None | |
| NEXT MEETING
DATES: | 21. | a) | Regular Council Meeting
June 11, 2024
10:00 a.m.
Fort Vermilion Council Chambers | |
| | | b) | Committee of the Whole Meeting
June 25, 2024
10:00 a.m.
Fort Vermilion Council Chambers | |
| ADJOURNMENT: | 22. | a) | Adjournment | |



Mackenzie County

REQUEST FOR DECISION

Meeting:	Special Council Meeting
Meeting Date:	May 28, 2024
Presented By:	Byron Peters, Director of Projects & Infrastructure
Title:	TENDERS North Trunk Sanitary Sewer Contract #2 - Lift Station

BACKGROUND / PROPOSAL:

The lift station is proposed to be located at the existing La Crete sewage lagoon to lift flows from the proposed trunk main into the lagoon. The lift station also includes a short section of force main from the lift station to the lagoon inflow manhole, other minor improvements to the lagoon intake, and will be able to accommodate additional future tie-ins.

The design of the lift station was completed by Associated Engineering. Helix Engineering completed the work on the North trunk Sanitary Sewer. Both companies collaborated together to bring this project to tender.

The Phase 1 basin services approximately 1420 acres of a mix of residential and commercial/industrial land including 554 acres of low-pressure sewer. It is also sized to accommodate additional flow volume from further west/southwest.

Helix Engineering Ltd posted the tender on Alberta Purchasing Connection (APC) on May 3, 2024, with a revised closing date of May 28, 2024 at 10:00 a.m. local time.

The scope of work for the project includes but is not limited to:

- Construction of a sanitary pumping station including wet well, pumps and mechanical, electrical, building and backup generator
- Construction of the lagoon chamber
- Connection of force mains to lagoon chamber
- Diversion of an existing force main to the lagoon chamber
- Gravity connection from Lagoon chamber to existing lagoon cells
- Siteworks including roads, yard gravelling and grading and fencing

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____

OPTIONS & BENEFITS:

Administration will provide a summary of the tenders with a recommendation to award based on the bid amount and using the scoring matrix below.

Related Project Experience	Max 5 Pts.
Project Timeline	Max 5 Pts.
Bid Price	Max 90 Pts.
Total	

Scoring Criteria for the matrix:

Related Project Experience	Points
Project experience provided is equal to or greater in size and scope to this project and completed for a municipal client. Project reference provides positive feedback on safety, scheduling, and responsiveness.	5 Pts.
Project experience is provided is equal to or greater than half the value of this project and completed for a municipal client. Project reference provides positive feedback on safety, scheduling and responsiveness.	2 Pts.
No information provided or project is undertaken for clients other than municipal clients. Project experience is for projects equal to or less than half the value of this project. Less than satisfactory reference feedback on safety, scheduling, and responsiveness.	0 Pts.
Project Timeline	
Completion by October 31, 2024	5 Pts.
Completion by April 30, 2025	2 Pts.
Completion by September 30, 2025	1 Pts.
Completion date beyond September 30, 2025	0 Pts.
Bid Price	
Low Bid Price	90 Pts.
Bid Price is within 5% of Low Bid Price	85 Pts.
Bid Price is greater than 5% but equal to or less than 10% of Low Bid Price	80 Pts.
Bid Price is greater than 10% but equal to or less than 15% of Low Bid Price	75 Pts.
Bid Price is greater than 15% of Low Bid Price	70 Pts.

Author: S Gibson Reviewed by: B Peters CAO: _____

COSTS & SOURCE OF FUNDING:

Pre-Tender Estimates

Lift Station	\$4.5 million
Contingency 15%	\$671,000
Construction Engineering	<u>\$135,000</u>
Approx. Total	\$5.3 million

Capital project approved in 2021 Engineering - \$280,000
 Capital project amended in 2024 to include Construction - \$9,900,000
 Funding from the Water Sewer Infrastructure Reserve \$2.18M, Staged borrowing \$8M
 Offsite levies will assist in recouping the majority of the project costs.

COMMUNICATION / PUBLIC PARTICIPATION:

The tender was posted on APC and a link was provided on the Mackenzie County website under bid solicitations. Successful candidates will be notified.

POLICY REFERENCES:

FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

Motion 1

That the North Sanitary Trunk Sewer Contract #2 Tenders – Envelope #1 be opened.

- Simple Majority Requires 2/3 Requires Unanimous

Motion 2

That the unqualified Hamlet of North Sanitary Trunk Sewer Contract #2 Tenders be returned to senders without opening Envelope #2.

- Simple Majority Requires 2/3 Requires Unanimous

Motion 3

That the North Sanitary Trunk Sewer Contract #2 Tenders – Envelope #2 be opened for the qualified bidders.

Author: S Gibson Reviewed by: B Peters CAO: _____

Motion 4:

Simple Majority Requires 2/3 Requires Unanimous

That administration reviews the tenders and return for awarding later in the meeting.

Motion 5:

Simple Majority Requires 2/3 Requires Unanimous

That the North Trunk Sanitary Sewer Contract #2 contract be awarded to the proponent with the highest score on the matrix.

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Special Council Meeting
Meeting Date:	May 28, 2024
Presented By:	Byron Peters, Director of Projects & Infrastructure
Title:	Hamlet of La Crete North Trunk Sanitary Sewer - Awarding

BACKGROUND / PROPOSAL:

Administration opened tenders for the Hamlet of La Crete North Truck Sanitary Sewer at the April 24, 2024, Regular Council Meeting with the following motion being made.

MOTION 24-04-323 **MOVED** by Councillor Morris

That administration reviews the Hamlet of La Crete North Sanitary Trunk Sewer tenders and return for an awarding decision at a future meeting.

CARRIED

The following motions were made at the May 22, 2024, Regular Council Meeting.

MOTION 24-05-425 **MOVED** by Councillor Peters

That a Special Council Meeting be set for May 28, 2024 at 10:30 a.m. for the purposes of opening the North Trunk Sanitary Sewer Contract #2 (lift station) tenders and additional re-gravelling.

CARRIED

MOTION 24-05-426 **MOVED** by Councillor Braun

That Council review both the construction and lift station tenders for the La Crete North Sanitary project during the Special Council Meeting on May 28, 2024.

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____

CARRIED

Administration, before bringing a recommendation was awaiting the results of North Trunk Sanitary Sewer Contact #2 (lift station) bids and scoring matrix. As the lift station is part of the Hamlet of La Crete North Trunk Sanitary Sewer project, and may affect the overall project budget.

Administration has thoroughly reviewed the low bids, as has the engineer. A legal review was also obtained in order to ensure that no details were missed by either administration or the engineer. There are no technical or legal items that effect the viability of the low bid.

Below is a list of the qualified bidders and bid pricing.

Bidder	Schedule A	Schedule B
Mainline Construction (2014) Ltd.	\$ 6,357,989.53	\$ 953,030.71
Wapiti Gravel Suppliers	\$11,401,365.41	\$1,986,164.54
Dechant Construction Ltd.	\$11,936,114.35	\$1,962,059.83
Green Acre Ventures	\$ 4,981,036.00	\$ 687,952.00
Northern Road Builders LP	\$ 4,989,361.77	\$ 798,059.44
Inline Contracting Ltd.	\$ 7,098,670.00	\$1,100,658.00
Kelsey Pipelines Ltd.	\$ 9,478,500.00	\$1,523,300.00
PME Inc.	\$ 6,330,095.00	\$1,138,764.00
Weaver Group Ltd.	\$ 5,556,385.60	\$ 940,778.00

OPTIONS & BENEFITS:

Scenario #1

Administration would recommend awarding the Hamlet of La Crete North Trunk Sanitary Sewer to the lowest bidder while staying within budget, if the qualified lift station bids are within budget.

Scenario #2

If the lift station qualified bids come in modestly higher, the recommendation may be to award to the lowest bidder, with a budget amendment.

COSTS & SOURCE OF FUNDING:

Capital project approved in 2021 Engineering - \$280,000

Capital project amended in 2024 to include Construction - \$9,900,000

Funding from the Water Sewer Infrastructure Reserve \$2.18M, Staged borrowing \$8M

Offsite levies will assist in recouping the majority of the project costs.

Author: S Gibson Reviewed by: B Peters CAO: _____

COMMUNICATION / PUBLIC PARTICIPATION:

Bidders will be notified if/when the project is awarded.

POLICY REFERENCES:

FIN025 Purchasing Authority Directive and Tendering Process.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Hamlet of La Crete North Trunk Sanitary Sewer be awarded to the lowest qualified bidder.

Author: S Gibson Reviewed by: B Peters CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Special Council Meeting
Meeting Date:	May 28, 2024
Presented By:	Andy Banman, Director of Operations
Title:	Budget Amendment - Additional Re-gravelling

BACKGROUND / PROPOSAL:

Due to the recent rain, administration has received numerous calls from ratepayers requesting gravel and road maintenance. This is an issue in all areas of our County as several roads were not accessible by emergency vehicles. Many of these very wet, muddy problem roads were not on the list for the 2024 Re-gravelling Program therefore, they are not included in the contract. These new requests have been calculated at 80 miles.

Administration would like Council to consider a budget amendment of \$850,000 to be added for the re-gravelling of these identified roads. A combination of local gravel purchase and using gravel from County Pits will be used to re-gravel these roads.

OPTIONS & BENEFITS:

Option 1:

Approving a budget amendment for an additional \$850,000 to be used for addressing deteriorating roads.

Benefit:

Ensuring municipal road infrastructure is maintained, and ensuring accessibility for ratepayers and emergency services.

COSTS & SOURCE OF FUNDING:

Road Reserve

Author: S Wheeler **Reviewed by:** A Banman **CAO:** _____

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2024 Operating Budget be amended by \$850,000 for additional re-gravelling with funding coming from the Road Reserve.

Author: S Wheeler **Reviewed by:** A Banman **CAO:** _____