

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
CONTRACT RENEWAL**

<b>Project Award</b>	Contract No. 22-027 – Joint Micro Paving Program (HCPG Milton) – 2 <sup>nd</sup> Year of a Three (3) year contract								
<b>Recommendation</b>	<b>Staff is recommending the contract for the Joint Micro Paving Program be renewed with Duncor Enterprises Inc. for the period April 1, 2023 to March 31, 2024 in the estimated annual amount of \$1,157,710 (exclusive of HST).</b>								
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.								
<b>Background information</b>	<p>The original award resulted from a competitive HCPG Request for Tender No. 22-027 for Joint Micro Paving Program. The program was required to provide surface treatment for various roads in the Town. The contract was awarded to Duncor Enterprises Inc. for a possible three (3) year term, which was comprised of the original one (1) year award for the period April 15, 2022 to March 31, 2023, and had an option for two (2) additional one-year renewal periods.</p> <p>The first term of the contract was awarded in the total estimated amount of \$830,878 (exclusive of HST) through PDA-024-22.</p> <p>The annual amounts (exclusive of HST) incurred to date through the contract are:</p> <table border="1" data-bbox="623 1220 1409 1331"> <thead> <tr> <th>Period Start</th> <th>Period End</th> <th>Blanket Amount</th> <th>Actual Cost</th> </tr> </thead> <tbody> <tr> <td>Apr 15, 2022</td> <td>Mar 31, 2023</td> <td>\$830,878</td> <td>\$872,114</td> </tr> </tbody> </table> <p>The unit rates from the first term of the contract will be held constant during the second term of the contract. The contract renewal for the second term is requested in the total estimated amount of \$1,157,710 (exclusive of HST).</p> <p>The contract total for the first year is in the amount of \$872,114 (exclusive of HST). The estimated three (3) year total of this contract is \$3,187,534 (exclusive of HST). The contract allows for one (1) more renewal term for the third and final term for April 1, 2024 through to March 31, 2025.</p>	Period Start	Period End	Blanket Amount	Actual Cost	Apr 15, 2022	Mar 31, 2023	\$830,878	\$872,114
Period Start	Period End	Blanket Amount	Actual Cost						
Apr 15, 2022	Mar 31, 2023	\$830,878	\$872,114						

<b>Financial Planning Section: Budget Impact</b> (Note 1)			
<b>Account Number(s)</b>	C35000821	C35000822	C35000823
<b>Account Description</b>	Surface Treatment Program for 2023		
<b>Project Total Budget</b>	\$938,301	\$967,501	\$1,160,034
<b>Contract Budget</b>	\$50,000	\$374,528	\$753,558
<b>Actual</b> (Net of HST Rebate) (Note 2)	\$50,000	\$374,528	\$753,558
<b>Variance</b>	\$0	\$0	\$0
<b>Funding Source</b>	Project Variance Account		

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: Contract actuals are an estimate only. Contracts against the approved budgets will be managed by the Program Area staff and will be reviewed with Financial Planning and any variances will be reported through the variance process.