

COUNCIL AUTHORITY FOR CONTRACT AWARDS CONTRACT RENEWAL

| Project Award | Contract No. 22-027 – Joint Micro Paving Program (HCPG Milton) – 3 rd Year of a Three (3) year contract | | | | | | | | | | | | | | |
|---|--|----------------------|----------------------|--------------|------------|----------------|--------------|--------------|--------------|-----------|-----------|-------------|--------------|-------------|------------|
| Recommendation | Staff is recommending the contract for the Joint Micro Paving Program be renewed with Duncor Enterprises Inc. for the period April 1, 2024 to March 31, 2025 in the annual estimated amount of \$900,000 (exclusive of HST). | | | | | | | | | | | | | | |
| Purpose of Report | As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required. | | | | | | | | | | | | | | |
| Background information | <p>The original award resulted from a competitive HCPG Request for Tender No. 22-027 for Joint Micro Paving Program. The program is 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 terms.</p> <p>The first term of the contract was awarded in the total amount of \$830,878 (exclusive of HST) through PDA-024-22.</p> <p>The second term of the contract was renewed in the total amount of \$1,157,710 (exclusive of HST) through CORS-024-23.</p> <p>The annual amounts (exclusive of HST) incurred to date through the contract are:</p> <table border="1" data-bbox="634 1293 1446 1444"> <thead> <tr> <th>Period Start</th> <th>Period End</th> <th>Blanket Amount</th> <th>Actual Spend</th> </tr> </thead> <tbody> <tr> <td>Apr 15, 2022</td> <td>Mar 31, 2023</td> <td>\$830,878</td> <td>\$872,114</td> </tr> <tr> <td>Apr 1, 2023</td> <td>Mar 31, 2024</td> <td>\$1,157,710</td> <td>\$588,305*</td> </tr> </tbody> </table> <p><i>* Actual spend from Apr 1, 2023 to Feb 21, 2024. There are no scheduled work between Feb 22 and Mar 31, 2024.</i></p> <p>This contract renewal for the third and final term is requested at a total estimated amount of \$900,000 (exclusive of HST). Unit pricing from the initial and second contract terms will remain unchanged for this renewal term.</p> | | | Period Start | Period End | Blanket Amount | Actual Spend | Apr 15, 2022 | Mar 31, 2023 | \$830,878 | \$872,114 | Apr 1, 2023 | Mar 31, 2024 | \$1,157,710 | \$588,305* |
| Period Start | Period End | Blanket Amount | Actual Spend | | | | | | | | | | | | |
| Apr 15, 2022 | Mar 31, 2023 | \$830,878 | \$872,114 | | | | | | | | | | | | |
| Apr 1, 2023 | Mar 31, 2024 | \$1,157,710 | \$588,305* | | | | | | | | | | | | |
| Financial Planning Section: Budget Impact (Note 1) | | | | | | | | | | | | | | | |
| Account Number(s) | C35000822-N0611-7670 | C35000823-N0611-7670 | C35000824-N0611-7670 | | | | | | | | | | | | |

Schedule D

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|--|---------------------------------------|-------------|-------------|
| Account Description | Surface Treatment Program - Roadworks | | |
| Project Total Budget | \$967,501 | \$1,160,034 | \$1,025,081 |
| Contract Budget | \$237,603 | \$94,898 | \$692,502 |
| Actual (Net of HST Rebate) (Note 2) | \$237,603 | \$94,898 | \$583,339 |
| Variance (Note 3) | \$0 | \$0 | \$109,163 |
| Funding Source | 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.

Note 3: Staff has requested to keep the favorable variance in the projects for additional work that may be required for unforeseen issues.