



Special Meeting of Town Council

July 6, 2021

Following Committee of the Whole

Council Chambers, Town Hall

359 Main Street

Agenda

Call to Order

1. Approval of Agenda

2. Approval of Minutes

3. Comments from the Mayor

4. Public Input / Question Period

PLEASE NOTE:

- Public Participation is limited to 30 minutes
- Each Person is limited to 3 minutes and may return to speak once, for 1 minute, if time permits within the total 30-minute period
- Questions or comments are to be directed to the Chair
- Comments and questions that relate to personnel, current or potential litigation issues, or planning issues for which a public hearing has already occurred, but no decision has been made by Council, will not be answered.

5. Motions/Recommendations from Committee of the Whole

- a. RFD 041-2021: Wickwire Well Generator

6. Correspondence:



- 7. Adjournment to In-Camera under the Municipal Government Act Section 22(2)(?):**
- 8. Adjournment of In-Camera**
- 9. Special Meeting Reconvenes**
- 10. Motion from In-Camera Meeting**
- 11. Special Meeting Adjourned**

REQUEST FOR DECISION 041-2021

Title: Additional Budget for Wickwire Well Generator

Date: 2021-07-06

Department: Engineering & Public Works



SUMMARY

Additional Budget for Wickwire Well Emergency Standby Generator

The Town has engaged Hatch Infrastructure to complete a design and tender specifications for the supply and installation of a permanent, stationary emergency standby generator for the Wickwire Ave raw water well pump, which is the primary source of water for the Town's water treatment and distribution system. Consistently available power to the well pump is crucial to ensuring supply to our system storage reservoir is uninterrupted regardless of time, day, weather, or emergency. At present, Public Works staff must locate and tow a portable generator to the Wickwire pump house, lift and connect a very heavy extension cable, and transfer power manually. This process is time consuming and creates unnecessary life safety risk to staff, especially during inclement weather when standby power is likely to be needed most.

The original approach to supplying this well with standby power was for the Town to purchase an additional portable standby generator, which could be stored at the well site. This approach was tendered previously, however none of the submissions met the requirements of the Town. This project was re-tendered as a permanent installation including automatic startup and transfer controls, and closed on June 24, 2021. The project received six bids, the lowest of which met the Town's requirements, however, was slightly over the allocated budget.

Based on the above considerations, staff recommend that an additional \$20,000 be added to the budget allocation to allow this work to proceed as designed and bid.

DRAFT MOTION:

That Council approve a \$20,000 increase to the Water Utility Capital Budget for the Wickwire Ave. Generator Project, bringing the total approved spending up to \$100,000.

REQUEST FOR DECISION 041-2021

Title: Additional Budget for Wickwire Well Generator

Date: 2021-07-06

Department: Engineering & Public Works



1) CAO COMMENTS

The CAO supports the recommendations of staff.

2) LEGISLATIVE AUTHORITY

Municipal Government Act (MGA) 65A(1)(a)

3) STAFF RECOMMENDATION

Staff recommend that an additional \$20,000 be added to the budget allocation to allow this work to proceed as designed and bid.

4) REFERENCES AND ATTACHMENTS

None.

5) DISCUSSION

Following a review of the allocated budget for this project, Staff anticipated the likelihood of requiring additional funds to complete this work.

The lowest bid for the complete supply and installation of the new permanent emergency standby generator for the Wickwire Ave well pump was received from SCO Electric Limited, and reviewed for compliance by Hatch. The bid price received for the option which included supply and installation of a new automatic transfer switch was compliant, and met all the requirements of the Town.

Table 1: Tender Results Abstract

Bidder	<u>Option 1</u> No Automatic Transfer Switch (Excluding HST)	<u>Option 2 (PREFERRED)</u> With Automatic Transfer Switch (Excluding HST)
SCO Electric	\$85,130.00	\$88,490.00
Atlantica Contractors	\$94,457.00	\$99,777.00
TJ Electric	\$95,756.75	\$101,301.80
Mid-Valley	\$101,875.00	\$110,620.00
Gilson Contractors	\$106,339.00	\$112,066.00
BCL Buildon	\$110,685.00	\$119,291.00

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Title: Additional Budget for Wickwire Well Generator

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6) FINANCIAL IMPLICATIONS

The approved 2021/22 Capital Budget includes \$80,000 for this project. To date, approximately \$3,950 has been allocated towards this project for engineering design and specifications. The low bid for this project is \$88,490 + HST. A total approved budget of \$100,000 will ensure all final costs are covered.

The \$20,000 increase to the project can be managed within the current budget framework. The final funding source will come from either Capital From Revenue or transfer from Accumulated Surplus funds. This decision can be made later in the year when more information is available on the expected year end surplus position. Staff will update Council during quarterly financial updates as to the preferred funding source later this year.

7) REFERENCES TO COUNCIL STRATEGIC PLAN AND TOWN REPORTS

- MPS Section 7.1 – Water Supply
- MPS – Community priority: Climate Action
 - One of the core concepts of the climate action priority is to provide strategies and actions that manage the impacts of climate change, including climate variability and extremes. *Extreme climate events often significantly increase the risks of electric power disruption. Completion of this project will add operational resiliency to this key piece of the infrastructure.*

8) COMMUNICATION REQUIREMENTS

N/A

9) ALTERNATIVES

Do not award this contract and continue to require Public Works staff to manually supply emergency standby power to the well site as described above.

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