



Claresholm

REQUEST FOR DECISION

Meeting: September 23, 2024

Agenda Item:

General Contractor Services

DESCRIPTION/BACKGROUND:

One of the biggest challenges that faces a Bylaw department is hiring contractors to follow through with the enforcement actions. To ensure such enforcement actions as "On-Demand" snow removal, vegetation removal or property clean-up an Enforcement General Contractor Services agreement is required.

In 2021 the Town of Claresholm Bylaw department entered a two (2) year Enforcement General Contractor Services agreement with an option to extend that agreement for one (1) year. That extension was exercised in 2023 and now the process of renewal is required.

The request for proposals is meant to be a fair and equitable process to seek out contractors that may be interested in becoming the Town of Claresholm Contractor for enforcement purposes. The Town of Claresholm Bylaw Department issued the Request for Proposal Aug 06, 2024, with a close date of Sept. 17, 2024. It was advertised in the local newspaper for four (4) weeks. We received one (1) submission.

DISCUSSION/OPTIONS:

After reviewing the submission, it is adequate and meets the requirements of the proposal process. It is the same in quoting costs for sidewalk clearing and a cost per hour of vegetation removal. The Bylaw department suggests the term of agreement moving forward with the Enforcement General Contractor could be for two (2) years with an option by the Town to extend the term of the agreement for an additional year.

Mowers and Blowers have been executing enforcement work orders as the Enforcement General Contractor for the past five (5) years. They have provided timely bills and adequate documentation of their work as per the contractor's agreement. Their work has always been professional and if not, immediate it has been within forty-eight (48) hours of issuance of the work order.

The Bylaw department is satisfied with the proposal from Mowers and Blowers and recommends accepting their proposal.

RECOMMENDED ACTION:

Moved by Councilor _____ to accept the proposal from Mowers and Blowers to become the Town of Claresholm General Contractor for the term of two (2) years with the option of the Town of Claresholm to extend the term of the agreement for an additional year.

PREPARED BY: Brian Webber, Municipal/Bylaw Officer

APPROVED BY: Abe Tinney, CAO

DATE: September 18, 2024
