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Date December 5, 2023 **Report No.** 2023-663
To Chair and Members
Committee of the Whole - Operations
From Inderjit Hans, P. Eng., PMP
Commissioner, Public Works Commission

1.0 Type of Report

Consent Item
Item For Consideration

2.0 Topic **Year 2024 Capital Projects Funding Pre-Approvals** **[Financial Impact - \$2,200,000]**

3.0 Recommendation

- A. That Report No. 2023-663 titled “Year 2024 Capital Projects Funding Pre-Approvals” BE RECEIVED; and
- B. That notwithstanding the annual Estimates Committee process, \$2,200,000 funding to support the budget pre-approval request list in Appendix “A” BE TRANSFERRED to the appropriate capital projects on January 1, 2024; and
- C. That the Commissioner, Public Works Commission and the Purchasing Officer BE AUTHORIZED to award six (6) 2024 projects for the Public Works Commission as shown in Appendix “A” attached to Report No. 2023-663, in accordance with the City of Brantford’s Purchasing Policy.

4.0 Executive Summary

The objective of receiving capital project funding pre-approvals is threefold. The first is to complete design or construction tenders or proposals within the first quarter of the calendar year, in order to take advantage of anticipated lower

tender prices. The second is to ensure completion of deliverables or construction that is seasonal work or has a long duration of time that requires the commencement of project activities as early in the calendar year as possible. Third is to ensure staff and external contracted services can commence with survey, pre-design and other preliminary work as early in the year as possible.

This report is requesting funding for six (6) projects of importance, including:

1. Jaycee Bridge Replacement;
2. Downtown Infrastructure Revitalization and Renewal Program;
3. Generator Installation at Community Centres;
4. Civic Centre CCTV & Security Upgrades;
5. Arena Electrical Power Upgrade; and
6. Wilkes Water Intake Rehabilitation.

The six (6) projects are expected to be initiated or advertised for tender within Q1 2024.

5.0 Purpose and Overview

The purpose of report 2023-663 is to obtain Council approval for the acceleration of funding to commence project activities for six (6) high priority capital project. Staff have recognized the need to commence with the initial phases of select high priority projects that have been identified for the upcoming budget year prior to Council's approval of the 2024-27 multi-year Capital Budget.

6.0 Background

Each year City departments prepare a Capital Budget and Forecast for approval by City Council as part of the annual budget process. Staff has identified a need to commence several capital projects for the upcoming year prior to budget approval in order to take advantage of competitive pricing and/or to ensure completion due to construction or equipment installation schedule.

Staff also expect more contractors will respond and provide tender prices prior to establishing their construction programs for the 2024 year. In addition, this also allows planning for project resources throughout the year.

Finally, projects often have a limited construction period, typically between April and October to be completed. It is critical that capital projects commence as early as possible to ensure the City takes full advantage of this window.

7.0 Corporate Policy Context

2023-2026 Council Priorities - #5 Develop a planning and implementation schedule and commit resources for various project related to City assets:

Considers Funding and Affordability – Ensure the City considers affordability, the funding requirements, and the ability to garner such funding in a way that imposes the least burden on the taxpayer.

8.0 Input From Other Sources

Along with the Public Works Commission staff, the City's Finance department have been consulted in the development of this report.

9.0 Analysis

The capital projects identified within the report are considered to be high priority and will permit competitive pricing with early tender and the efficient delivery of the Capital plan. In some cases, authorization to proceed will allow the City to continue with or complete the procurement process of projects already underway or that require additional funding to proceed.

As an example of the success of the pre-approval process, the approved project requests for the 2023 pre-approvals was successful and allowed for capital projects to be tendered in the first quarter of 2023. Out of ten (10) pre-approved projects, nine (9) were initiated within Q1 2023 with one (1) being initiated between Q2-Q4 2023 as follows:

1. Seventh Avenue – Full Corridor - Q1
2. Dufferin Park Redevelopment – Q1
3. Fire Radio Upgrades – Q1
4. Police Radio Upgrade – Q1
5. Curbside Organics – Q2
6. Secondary Clarifier – Q1

- 7. Advanced Meter – Q1
- 8. Paint Applicator – Q1
- 9. Earl Haig Mini Putt – Q1
- 10. Parks and Facilities Services Safety Recommendations – Q1

The list of 2024 Capital Projects in Appendix “A” that staff are seeking authorization to proceed are based upon the Draft 2024-2027 Multi-Year Capital Budget Forecast and recommended for approval. Approval of this report would permit the allocation of the funds and approval to award the project prior to the Estimates process being completed. City Council approval would be required through a separate report in the event the recommendation for award did not comply with the Purchasing Policy or if there were insufficient funds in the approved budget.

10.0 Financial Implications

As identified in Appendix “A” and summarized in Table 2, funding will be required from various reserve accounts.

Table 2 – Project Pre-Approval Request Summary by Reserve Account

Funding Reserve Account	Funding Request for Pre-Approval
RF0446 – Canada Community Building Fund	\$600,000
RF0494 – Parks & Recreation Facilities	\$150,000
RF0537 – Roads and Related	\$660,000
RF0540 – Wastewater and Related	\$50,000
RF0542 – Water and Related	\$50,000
RF0556 – Capital Funding Envelope	\$440,000
RF0562 – BTFD & District Civic Centre	\$250,000
Total Funding Required	\$2,200,000

11.0 Climate and Environmental Implications

There are no anticipated climate or environmental impacts as a result of this report.

12.0 Conclusion

The pre-approval for select projects is required to maintain competition, efficiently deliver the 2024 capital program and allow sufficient time to complete, or make as much progress on multi-year projects, the work within the construction season. This report recommends the projects listed in Appendix A in the Capital Pre-Approval be approved.



Inderjit Hans, P. Eng., PMP
Commissioner, Public Works Commission

Prepared By:

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Attachments (if applicable)

Appendix "A" – 2024 Capital Projects for Pre-Approval

Copy to:

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required yes no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk yes no

Is the necessary by-law or agreement being sent concurrently to Council? yes no