

TO: MAYOR & COUNCILLORS
FROM: DEPUTY GENERAL MANAGER FINANCE
RESPONSIBLE ENGINEERING
DEPARTMENT(s):
SUBJECT: **CC – (CA-3302) BOUNDARY LANE UPGRADES**
PURPOSE: To obtain Council approval for a Contract Change (CC) for the Boundary Lane Upgrades project.

RECOMMENDATION

THAT a contract change to Complete Utility Contractors Ltd. for an estimated cost of \$188,226 including taxes, as outlined in the report titled “CC – (CA-3302) Boundary Lane Upgrades” dated June 24, 2025 be approved; and

THAT final payment will be based on the actual quantity of goods and services delivered and hourly rates submitted.

1.0 POLICY SECTION

The City’s Change Order Policy requires Council’s approval for change orders, which individually or when accumulated with prior change orders, increases the total value of the contract by \$500,000.

2.0 EXECUTIVE SUMMARY

This recommendation is to approve a contract change of \$188,226 including taxes. Further details are outlined in Attachment 1.

This contract change is required for lane widening on the south lane of Imperial Street, between Acacia Avenue and the lane to reduce future maintenance needs.

3.0 BACKGROUND

Please see previous Council Report dated October 7, 2024 (Attachment 2).

Since the award of this contract, there have been nine contract changes, for a total cost of \$496,694 including taxes. These contract changes were for lane extension to Acacia Avenue, sanitary sewer renewal, tree removal and protection, and various site-specific issues.

Complete Utility Contractors Ltd. has worked with the City for over five years on various projects.

4.0 GENERAL INFORMATION

The estimated total contract value is \$4,168,493 including taxes.

City staff have reviewed the change and believe it appropriately addresses the City's needs at a fair cost.

5.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

Tender #156-08-24 (CA-3302) Boundary Lane Upgrades was publicly advertised. Upon closing, the City received a total of four submissions.

6.0 FINANCIAL CONSIDERATIONS

Funding for this work is included in the 2025 – 2029 Financial Plan under Engineering – Infrastructure, Housing Choices – Laneway Paving & Other Offsite Services, with an overall plan of \$7,772,400. This program is funded through the Housing Accelerator Fund which is Federal funding received by the City to support change within local governments and improve land use planning and development to accelerate the supply of new housing. This program will provide the infrastructure required to support properties eligible for the construction of laneway homes.

This contract change will be accommodated under WBS element EMC.3302 (\$179,263 excluding GST).

Respectfully submitted,

Ratan Grewal, Deputy General Manager Finance

ATTACHMENTS

Attachment 1 – Contract History

Attachment 2 – Council Report dated October 7, 2024

REPORT CONTRIBUTORS

This report was prepared by Louise Huang, Senior Manager, Engineering Projects, Engineering, Steve Chan, Senior Buyer, Procurement Services, and reviewed by Scott Lovas, Assistant Manager, Procurement Services.