



Legislation Details (With Text)

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Title: MDP Contract Scope Change
Presented by: Katie Mahoney, Senior Long Range Planner, Planning & Development Department

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
10/7/2019	1	City Council	adjourned Public Hearing	

TAMRMS#: B06

MDP Contract Scope Change

Presented by: Katie Mahoney, Senior Long Range Planner, Planning & Development Department

RECOMMENDATION(S)

That Council approve a change order to the existing MDP consulting services contract, in the amount of \$200,000, within the approved budget AR-18-112, to support a change in scope involving additional work including planning analysis, public engagement, and financial considerations regarding future growth.

PURPOSE OF REPORT

To seek Council’s approval for a change order of \$200,000 to the existing MDP consulting services contract, within the approved budget AR-18-112, for the purpose of completing the project.

ALIGNMENT TO PRIORITIES IN COUNCIL’S STRATEGIC PLAN

Council Strategic Plan:

Strategic Priority #1: Growth Policy Framework: Develop a robust policy framework to guide growth.

[2018-2021 Corporate Business Plan <https://stalbert.ca/uploads/PDF-infosheets/CorporateBusinessPlan-2018-2021.pdf>](https://stalbert.ca/uploads/PDF-infosheets/CorporateBusinessPlan-2018-2021.pdf):

1.1 Complete revision of the Municipal Development Plan

ALIGNMENT TO LEVELS OF SERVICE DELIVERY

N/A

ALIGNMENT TO COUNCIL DIRECTION OR MANDATORY STATUTORY PROVISION

The City of St. Albert is required to update its Municipal Development Plan, in alignment with the Edmonton Metropolitan Region Growth Plan, by October 2020.

BACKGROUND AND DISCUSSION

On April 23, 2018, Council approved a budget of \$1,094,400, for the purpose of creating a new Municipal Development Plan (MDP). At the onset of the project, approved funds were allocated for both consulting services and internal staffing costs. Since that time, significant progress on the project, *Flourish - Growing to 100K*, has been made. The project is nearing the completion of phase three, in a four phase planning process. In terms of overall deliverables and milestones, the project is approximately 70% completed, and only half of the approved budget has been spent to date. This is partly due to the lack of internal staff resources available for the project. As such, Administration has had to rely more heavily on consultant support than originally planned, in order to meet project delivery expectations, and to maintain service levels across the department.

Administration is not seeking additional funding for the MDP project, as the change order to the consultant contract is within the approved budget. However, Administration is seeking Council's approval for a scope change to the existing MDP contract, as the scope change exceeds the Chief Administrative Officer's authority as per *Purchasing Policy A-PUR-01*. The scope change will enable and support work which provides for informed decision making and due diligence, while enhancing the quality of deliverables. This work includes:

- Additional planning analysis and associated work required to coordinate and align with other corporate initiatives regarding future growth and development;
- Additional public engagement, above and beyond the original project plan;
- Undertaking an analysis of the financial impacts associated with the growth scenarios and growth strategy.

STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT

N/A

IMPLICATIONS OF RECOMMENDATION(S)

Financial: N/A

Legal / Risk: N/A

Program or Service: N/A

Organizational: N/A

ALTERNATIVES AND IMPLICATIONS CONSIDERED

N/A

Report Date: October 7, 2019

Author: Katie Mahoney

Committee/Department: Planning and Development

Deputy Chief Administrative Officer: Kerry Hilts

Chief Administrative Officer: Kevin Scoble