



# Clear Hills County

Effective Date: <b>September 27, 2016</b>	Policy Number: <b>3211</b>
Title: <b>ANNUAL EQUIPMENT REGISTRY</b>	

## 1. Policy Statement

1.1. The intent of the equipment registry is to obtain an annual working list of available equipment and attachments to perform work on short-term projects.

## 2. Process

2.1 Annually the County will advertise for contractors wishing to be included in the 'Annual Equipment Registry' to contact the County Office to obtain a registration package. The packages are to be returned to the County office on the first Friday the office is opened for business, after the New Year.

2.2 Contractors who purchase equipment, did not list all their equipment, or have missed the deadline to submit a package may still complete an 'Annual Equipment Registry' package and be included on the registry list. However, all equipment listed after the deadline will be considered last for hire sequential to the date the equipment is listed.

## 3. Gravel Trucks

3.1. Any trucks wishing to be on the list for hauling gravel must submit their truck information with the 'Annual Equipment Registry' by the deadline.

3.2. Preferential hiring of trucks may include, but is not limited to, the following criteria:

- past years of service
- past work performance
- past experience
- reliability
- owner/operators
- safety
- County residents

3.3. Preference will be given for one truck per owner. If more trucks are required for a project, other trucks that have been listed in the Annual Equipment Registry may be hired from that owner.

3.4. Gravel trucks hauling gravel for the County will be paid according to the following formula: **BLF** (basic loading factor) x **T** (tonne) + **TKM** (tonne kilometer) x **T** (tonne) x **KM** (kilometer)

3.4.1 Clear Hills County will pay for loads up to Alberta Transportation legal limits.

3.5. Council will establish the basic loading factor and tonne kilometer rate, annually.

**4. End of Policy**

ADOPTED:

Resolution #C168-04

Date: February 24, 2004

AMENDED:

Resolution #C216(04/10/07)

Date: April 10, 2007

AMENDED:

Resolution # C284(04/13/10)

Date: April 13, 2012

AMENDED:

Resolution # C633-14(09/23/14)

Date: September 23, 2014

AMENDED:

Resolution # C536-16 (09/27/16)

Date: September 27, 2016