

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
SINGLE SOURCE AWARD**

Project Award	Development Engineering – Peer Review Consulting Services
Recommendation	Staff is recommending the single source award for Peer Review Services to WSP Canada in the total amount of \$145,188 (exclusive of HST).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>In conjunction with the Subwatershed Impact Study (SIS) process or in situations where the Town lacks the required in-house technical expertise, such as ecology and fluvial geomorphology, peer review of specific studies and reports submitted in support of a development proposal may be required in order to complete and/or expedite the technical evaluation of such applications. Any requirement for peer review shall be at the discretion of the Commissioner of Development Services or designate.</p> <p>Staff is recommending the single source award for peer review services to WSP Canada (formerly Wood Environmental & Infrastructure) for Area 4 of the Derry Green Secondary Plan and Milton Heights Secondary Plan. WSP has provided peer review services for all previous Subwatershed Impact Studies (SIS) in both Secondary Plan Areas and has extensive knowledge of both areas. The work plan and related costing has been reviewed and validated by staff.</p>

Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	6350-3736
Account Description	Consultants – Recoverable
Project Total Budget	NA
Contract Budget	\$ 147,743
Actual (Net of HST Rebate)	\$ 147,743
Variance	\$ 0
Funding Source	Developer Recovery (Note 2)

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: The consultant expense is fully recoverable from the developers.