



# The Corporation of the Town of Milton

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Report To: Council  
From: Glen Cowan, Chief Financial Officer / Treasurer  
Date: March 17, 2025  
Report No: ES-011-25  
Subject: Purchasing Various - March 2025  
Recommendation: THAT Council approve the budget amendments and related funding sources, as outlined on Schedule A;

THAT the contract award for the purchase of one (1) 6-metre transit bus to Creative Carriage Limited in the estimated amount of \$210,962 (exclusive of HST) be approved, as outlined in Schedule B;

THAT the proposal award for Full Service Printing Requirements to M&T Printing Group in the estimated amount of \$112,522 (exclusive of HST) for a one year term be approved, as outlined in Schedule C;

THAT staff be delegated the authority to award up to four (4) one year optional renewal terms with M&T Printing Group for up to a total five year contract in the estimated total amount of \$562,610 (exclusive of HST), as outlined in Schedule C;

THAT the proposal award for the 2026 Asphalt Overlay Program to WSP Canada Inc. in the total amount of \$574,259 (exclusive of HST) be approved, as outlined in Schedule D;

THAT staff be delegated the authority to award the optional contract administration with WSP Canada Inc. through an internal staff report in the estimated total amount of \$552,853 (exclusive of HST), as outlined in Schedule D;

THAT the delegated authority to award the proposal for a Recreation and Parks Master Plan Update, which has a budgeted amount of \$248,223, be approved, as outlined in Schedule E;

THAT the delegated authority to award the proposal for Rubber Flooring at Milton Sports Centre, which has a budgeted amount of \$277,791, be approved, as outlined in Schedule F;



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Council

THAT the contract increase for Telecommunication Links for NG911 to Rogers Communications in the amount of \$49,080 (exclusive of HST) be approved, as outlined in Schedule G;

THAT staff be delegated the authority to renew the initial 60-month term with Rogers Communications for a subsequent term of equal or lesser length, provided the total value of the renewed term is equal to or less than the value of the initial contract term price as outlined on Schedule G;

THAT the contract increase for Storm Sewer Rehabilitation (construction) to Aqua Tech Solutions in the amount of \$105,000 (exclusive of HST) be approved, as outlined in Schedule H;

THAT staff be delegated authority for up to a 10% contingency award(s) for any remaining construction services costs associated with the Storm Sewer Rehabilitation (construction) that are required to project completion;

THAT the contract increase for Storm Sewer Rehabilitation (consultant) to GEI Consultants in the amount of \$110,420 (exclusive of HST) be approved, as outlined in Schedule I;

THAT staff be delegated authority for up to a 10% contingency award(s) for any remaining consulting services costs associated with the Storm Sewer Rehabilitation (consultant) that are required to project completion;

THAT authority be provided to enter into an amending agreement with Wilfred Laurier University that allows for a Town contribution of up to \$225,000 (inclusive of HST) for HVAC Improvements at 555 Industrial Drive, as outlined in Schedule J;

THAT the Manager, Purchasing and Supply Chain Management be authorized to execute the contract(s), as outlined by the purchasing by-law, and the Mayor and the Town Clerk be authorized to sign any required paperwork.



## EXECUTIVE SUMMARY

This report is being submitted to obtain Council's authorization on the items in the attached schedules. Requests are being made as per the guidelines outlined in the Purchasing By-law No. 061-2018.

## REPORT

### Background

Procurement of goods and services is governed by By-law No. 061-2018. Purchasing activity is undertaken in a manner that is intended to support the Town's mandate to provide effective, responsible government and efficiently deliver services to the residents of Milton.

### Discussion

Information pertaining to the recommended purchasing awards is included on the corresponding Schedules (A to J) attached.

Included within this report are recommendations to award two proposals. The first award is for the purchase of one 6-metre Transit bus leveraging the Metrolinx Transit Procurement Initiative (TPI) to obtain favourable pricing. The second award is for the supply and delivery of full service printing requirements.

Also included are requests for delegated authority to proceed with contract awards for a recreation and parks master plan update and for rubber flooring for the Milton Sports Centre. Both proposals are being evaluated in March, and in order to prepare for the upcoming spring/summer season, it is recommended to award the proposals as soon as possible following identification of the highest scoring proponent. Staff will report back the final amounts once the evaluation and pricing have been confirmed through the competitive request for proposal process.

Staff are also requesting authority to process three contract increases. Telecommunication links for NG911 from Rogers Communications will provide specialized Session Initiation Protocol telephone connectivity links between Milton Fire Rescue Service primary telephone service demarcation point and Halton Regional Police Service so that existing telephone services can be routed into the Call Handling Solution. The Storm Sewer Rehabilitation Project requires two increases for additional CCTV investigation (as the work has been allocated between two vendors based on size of the related mains).

Lastly, staff are requesting authority enter into an amending agreement with Wilfred Laurier University (WLU) wherein the Town will contribute towards the value of HVAC



### Discussion

improvements at 555 Industrial Drive. The work will be procured and managed by WLU, with a contribution from the Town of up to \$225,000.

### Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through J. As outlined in Schedule A, an increase to the capital program of \$337,263 is being requested, with funding from the Town's Project Variance Account.

Respectfully submitted,

Glen Cowan  
Chief Financial Officer / Treasurer

For questions, please contact: Sharon Telfer, Manager, Procurement Phone: Ext. 2138  
Shirley Xie, Supervisor, Financial Reporting Phone: Ext. 2472



## Attachments

- Schedule A - Reserve and Reserve Fund Transfers
- Schedule B - Contract Award for one Transit Bus
- Schedule C - Proposal Award for Full Service Printing Requirements
- Schedule D - Proposal Award for Consulting Services for the Asphalt Overlay Program
- Schedule E - Delegated Authority Proposal Award Recreation & Parks Master Plan
- Schedule F - Delegated Authority Proposal Award Flooring at Milton Sports Centre
- Schedule G - Contract Increase Telecommunication links for NG911
- Schedule H - Contract Increase Storm Sewer Rehabilitation (construction)
- Schedule I - Contract Increase Storm Sewer Rehabilitation (consulting)
- Schedule J - Single Source HVAC Improvements at 555 Industrial Drive

Approved by CAO  
Andrew M. Siltala  
Chief Administrative Officer

## Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.