



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: February 24, 2025

Report No: ES-003-25

Subject: Purchasing Various - February 2025

Recommendation: THAT Council approve the budget amendments and related funding sources, as outlined on Schedule A;

THAT the single source award for Repairs and Upgrades to the Cycling Track at Mattamy National Cycling Centre to VeloTrack in the estimated amount of \$332,400 (exclusive of HST) be approved, as outlined in Schedule B;

THAT the single source award for a Land Valuation Appreciation Study to N. Barry Lyon Consultants Ltd in the total amount of \$80,000 (exclusive of HST) be approved, as outlined in Schedule C;

THAT the single source award for Peer Review Consulting Services to WSP Canada in the total amount of \$145,188 (exclusive of HST) be approved, as outlined in Schedule D;

THAT the award made under delegated authority for the Contract Increase for Signalization of No. 5 Side Road and Esquesing Line to CIMA Canada Inc. in the amount of \$172,500 (exclusive of HST) be received for information, as outlined in Schedule E.

THAT the award made under delegated authority for the Contract Increase for Transportation Master Plan Update to WSP Canada Inc. in the amount of \$9,750 (exclusive of HST) be received for information, as outlined in Schedule F.

THAT the award made under delegated authority for the Proposal Award for Security Operations Monitoring to Difenda Inc. in the amount of \$58,568 (exclusive of HST) be received for information, as outlined in Schedule G.

THAT the emergency contract award for the Replacement of the hot water tank at Sherwood Community Centre to 1503647 Ontario Limited o/s DBS in the amount of \$58,960 (exclusive of HST) be received for information, as outlined in Schedule H.



The Corporation of the Town of Milton

Report #:
ES-003-25
Page 2 of 4

Report To: Council

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 H) attached.

Included within this report are recommendations to award several single source contracts. The vendors were identified due to their direct knowledge and experience in relation to the specific scope of work required by the Town, and their work plans were reviewed and validated by Town staff. The awards include repairs and upgrades to the cycling track at Mattamy National Cycling Centre to VeloTrack in the estimated amount of \$332,400, a land value appreciation study to N. Barry Lyon Consultants Ltd. in the total amount of \$80,000 (to be awarded in phases), and peer review consulting services to WSP Canada in the total amount of \$145,188.

Staff are also reporting back to council on the utilization of a few delegations of authority to award contract increases and a proposal award, and of an emergency purchase. This reporting ensures transparency on the related activity, while ensuring a prompt response in each of the situations to ensure continuity of service.



The Corporation of the Town of Milton

Report #:
ES-003-25
Page 3 of 4

Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through H. As outlined in Schedule A, a net budget reduction to the capital program of \$369,425 is being recommended at this time, with funding to be returned to the 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 – Single Source MNCC Track Refinishing
- Schedule C – Single Source Land Valuation Study
- Schedule D – Single Source Peer Review Consulting Services
- Schedule E – Reporting back delegated authority Signalization 5 Side Rd
- Schedule F – Reporting back delegated authority Transportation Master Plan
- Schedule G – Reporting back delegated authority Security Operations Monitoring
- Schedule H – Emergency purchase Water Tank Sherwood CC

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



The Corporation of the Town of Milton

Report #:
ES-003-25
Page 4 of 4

water, food and resources. We stand as allies with the First Nations as stewards of these lands.