



# The Corporation of the Town of Milton

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Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: May 26, 2025

Report No: ES-026-25

Subject: Purchasing Various - May 2025

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

THAT the proposal award for Bus Refurbishment to MTB Transit Solutions Inc. in the amount of \$800,805 (exclusive of taxes) be approved, as outlined in Schedule B;

THAT the proposal award for Stormwater Management Infrastructure Condition Assessment to Aquafor Beech Limited in the amount of \$144,925 (exclusive of taxes) be approved, as outlined in Schedule C;

THAT the single source award for one (1) Truck Chassis Roll-Off System to On-Trux Ltd. in the amount of \$42,300 (exclusive of taxes), be approved as outlined in Schedule D;

THAT the single source award for purchase of one (1) Brake Beaver OTL-360 Heavy Duty on-the-vehicle Brake Lathe to Moto Solutions Corp. in the amount of \$29,500 (exclusive of taxes), be approved as outlined in Schedule E;

THAT the single source award for a Town-Wide Commercial Needs Assessment to Tate Research in the amount of \$57,000 (exclusive of taxes), be approved as outlined in Schedule F;

THAT the contract increase award for Content Management System Platform Upgrade and Content Migration Services to GHD Group in the amount of \$76,720 (exclusive of HST), be approved as outlined in Schedule G;

THAT the contract increase for Fifth Line (Derry Road to Britannia Road) - Detailed Design to CIMA Canada Inc. in the amount of \$91,689 (exclusive of HST) be approved as outlined in Schedule H;



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THAT staff be delegated authority for up to a 10% contingency award(s) for any remaining costs associated with the Fifth Line (Derry Road to Britannia Road) - Detailed Design that are required to project completion, as outlined in Schedule H;

THAT the contract increase for Reconstruction of Nipissing Road and Childs Drive - Detailed Design to WSP Canada Inc. in the amount of \$73,140 (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 costs associated with the Reconstruction of Nipissing Road and Childs Drive - Detailed Design that are required to project completion, as outlined in Schedule I;

THAT the proposal award made under delegated authority for Recreation and Parks Master Plan Update to Tocher Heyblom Design Inc. in the amount of \$146,310 (exclusive of HST) be received for information as outlined in Schedule J;

THAT the proposal award made under delegated authority for Removal and Replacement of Rubber Flooring at Milton Sports Centre, Rinks A & B to Workhorse Sports Installations in the amount of \$257,403 (exclusive of HST) be received for information as outlined in Schedule K;

THAT the Manager, Procurement 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 K) attached.

Included within this report are recommendations to award a bus refurbishment and the stormwater management infrastructure condition assessment contracts. As shown in the schedules attached, in each case the highest ranking bidder is being recommended for award. Staff are also reporting back to council on the utilization of delegated authority for the purchase of a recreation and parks master plan update and for the removal and replacement of rubber flooring at Milton Sports Centre, rinks A & B. These awards also followed a competitive request for proposal process. This reporting ensures transparency on the procurement activity, while ensuring timely initiation of the related service.

Also included are three requests for single source awards. The award for a truck chassis roll-off system is being recommended to ensure compatibility with existing equipment within the Town's fleet. The award for the on-the-vehicle brake lathe is being recommended due to the proprietary equipment, which will offer operational efficiencies for the fleet program area. The award for a town-wide commercial needs assessment is being recommended on the basis of the vendors relevant experience within the GTA, and specifically their legacy knowledge gained in the Town of Milton, as they produced the 2014 Study requires updating.

Finally, also included are three requests for contract increases, along with two requests for delegated authority to approve subsequent change orders (if required) up to an aggregate value of 10% of the revised value of the award.

## Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through K. As outlined in Schedule A, a net increase in the capital budget of \$124,354 is required, with funding primarily from the Project Variance Reserve.

Respectfully submitted,



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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 - Proposal Award for Bus Refurbishment  
Schedule C - Proposal Award for Stormwater Management Infrastructure Assessment  
Schedule D - Single Source Award for Truck Chassis Roll-Off System  
Schedule E - Single Source Award for Heavy Duty on-the-vehicle Brake Lathe  
Schedule F - Single Source Award for Town-Wide Commercial Needs Assessment  
Schedule G - Contract Increase for CMS platform upgrade and content migration  
Schedule H - Contract Increase for Fifth Line (Derry Road to Britannia Road)  
Schedule I - Contract Increase for Reconstruction of Nipissing Road and Childs Drive  
Schedule J - Reporting Back Recreation and Parks Master Plan Update  
Schedule K - Reporting Back Removal and Replacement of Rubber Flooring at Milton Sports Centre, Rinks A & B

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.