

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
PROPOSAL AWARD**

<b>Project Award</b>	Proposal Award No. 25-535 for Consulting Services for a Stormwater Management Infrastructure Condition Assessment			
<b>Recommendation</b>	<b>Staff is recommending the award of the proposal for Consulting Services for a Stormwater Management Infrastructure Condition Assessment to Aquafor Beech Limited in the total amount of \$144,925 (exclusive of HST).</b>			
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required for proposal awards over \$100,000.			
<b>Background information</b>	<p>The Town wishes to undertake a comprehensive study to assess the condition of stormwater management infrastructure. The intent of the study is to review the Town's existing stormwater infrastructure inspection protocol for improvements, update the existing stormwater management infrastructure attribute data, determine the current condition of stormwater infrastructure (through field assessment and bathymetric surveys), and to identify short and long-term maintenance needs. Additionally, this study will update the following three sections of our asset management plan in accordance with Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure:</p> <ol style="list-style-type: none"> <li>1. State of Local Infrastructure</li> <li>2. Desired Levels of Service</li> <li>3. Asset Management Strategy</li> </ol> <p>The study will include a review of existing stormwater infrastructure, design considerations, the evaluation of the condition of each component and the development of maintenance practices, including but not limited to required activities, labour and equipment requirements, material disposal costs, and other factors with respect to stormwater infrastructure needs, together with short and long-term maintenance plans and potential funding opportunities.</p>			
<b>Purchasing Section: Bid Award Information</b>				
<b>Date bid issued</b>	March 24, 2025			
<b>Advertisements</b>	Town of Milton website			
<b>Closing Date</b>	April 22, 2025			
<b># of Plan takers</b>	Four (4)			
<b>Proposal Submissions received</b>	Proposals were received from the following companies: <ul style="list-style-type: none"> <li>• Aquafor Beech Limited</li> <li>• HDR Corporation</li> <li>• WSP Canada Inc.</li> </ul>			
<b>Evaluation Criteria</b>	The proposals were evaluated based on the following criteria: <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td>Description of the Firm, Project Team and Structure</td> <td align="right">5 pts</td> </tr> </table>		Description of the Firm, Project Team and Structure	5 pts
Description of the Firm, Project Team and Structure	5 pts			

**Schedule C**

	Project Team Experience and References	20 pts
	Understanding of the Project	10 pts
	Project Methods, Work Program, Tasks and Deliverables	25 pts
	Project Scheduling	20 pts
	Proposal Cost	20 pts
<p>An evaluation team with representation from Development Services and Community Services evaluated the proposals received against the established criteria and the following proponent was invited to an interview on May 7, 2025:</p> <ul style="list-style-type: none"> <li>• Aquafor Beech Limited</li> </ul> <p>Aquafor Beech Limited is recommended for award, being the highest ranked proponent.</p>		

**Financial Planning Section: Budget Impact** (Note 1)

<b>Account Number(s)</b>	C43000525-N0821-7255
<b>Account Description</b>	Stormwater Management Pond Condition Assessment Study
<b>Project Total Budget</b>	\$259,847
<b>Contract Budget</b>	\$187,987
<b>Actual</b> (Net of HST Rebate)	\$147,476
<b>Variance</b> (Note 2)	\$ 40,511 (F)
<b>Funding Source</b>	Project Variance Reserve

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

Note 2: Staff are recommending that favourable variance remain in the project account, to allow for future potential award of provisional items.