



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: June 23, 2025

Report No: ES-034-25

Subject: Purchasing Various - June 2025

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

THAT staff be delegated the authority to award the tender award(s) for the Stormwater Management Pond Rehabilitation to an aggregate upset limit of \$2,600,000 (exclusive of taxes), as outlined in Schedule B;

THAT the proposal award for Apparel and Related Products and Services to Mark's Commercial, a division of Mark's Work Wearhouse Ltd. in the amount of \$150,000 (exclusive of taxes) be approved, as outlined in Schedule C;

THAT the single source award for a Road & Winter Road Patrol software solution to R.J. Burnside & Associates Limited in the amount of \$58,500 (exclusive of taxes), be approved as outlined in Schedule D;

THAT the single source award for consulting services to replace the Fire Communication Computer Aided Dispatch and Fire Record Management systems to Federal Engineering for in the amount of \$136,734 (exclusive of taxes), be approved as outlined in Schedule E;

THAT the contract increase award for Microsoft Enterprise Licenses to Compugen Inc. in the estimated 3-year amount of \$2,073,360 (exclusive of HST), be approved as outlined in Schedule F;

THAT the contract increase for Bronte Street Multi-Use Path Contract - Construction to Royal Ready Construction Ltd. in the amount of \$19,030 (exclusive of HST) be approved as outlined in Schedule G;

THAT staff be delegated authority for up to a 10% contingency award(s) for any remaining costs associated with the Bronte Street



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Multi-Use Path Contract that are required to project completion, as outlined in Schedule G;

THAT the contract award for Contract Administration & Inspection Services - Reconstruction of Nipissing Road and Childs Drive to WSP Canada Inc. in the amount of \$1,019,918 (exclusive of HST) be approved as outlined in Schedule H;

THAT the contract extension for Wildlife Response Services on Public Property to Omega Canine Control in the estimated amount of \$90,000 (exclusive of HST) be approved as outlined in Schedule I;

THAT the contract increase made under delegated authority for the Agerton Employment and Trafalgar Corridor Secondary Plan programs to WSP Inc. in the amount of \$188,643 (exclusive of HST) be received for information as outlined in Schedule J;

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 J) attached.

Included within this report are recommendations to award the Stormwater Management Pond Rehabilitation and to award the corporate contract for Apparel and Related Products and Services following competitive bid processes. In the case of the Stormwater Pond Rehabilitations, delegated authority is being requested to ensure timely initiation of the work as the tender results are still be assessed at the time of writing this report. Based on the review to date, significant cost savings are anticipated in the award relative to the approved budget for the works.

Also included are two requests for single source awards.

- The first award to provide a Road & Winter Road Patrol software solution for a 3-year term is being recommended to efficiently track and manage deficiencies, monitor road conditions for winter and ensure accuracy with data collection and reporting processes. The R.J Burnside Road Patrol solution was piloted in 2025 and has proven to be very successful in reducing staff time spent on road patrol operations, while at the same time drastically increasing the availability and integrity of collected data. This solution is a purpose-built mobile software package that adheres to provincial standards and regulations and is used within numerous Municipalities surrounding Milton, including the Region of Halton, Town of Oakville, Town of Halton Hills and the City of Burlington.
- The second award for consulting services to replace Milton Fire & Rescue Service (MFRS) legacy Computer Aided Dispatch (CAD) system and Record Management System (RMS) is being recommended because the current systems are no longer meeting the operational needs of MFRS. These systems need to be replaced in a timely manner to ensure proper integration with the Town's fire station alerting (FAS) and next-generation 911 (NG911) required call handling solution (CHS) and an overall ability to continue to provide efficient and timely emergency response to a rapidly growing community. Federal Engineering has been actively involved in the MFRS' NG911 project and related technology enhancements since April 2022.

Also included are three requests for contract increases and one request for a contract extension. These awards ensure continuity with prior phases (such the award of contract administration services to the firm that understood the related detailed design), or continuity of existing service in the Town's operations.

Finally, staff are reporting back to council on the utilization of delegated authority for the contract increase for the Agerton Employment and Trafalgar Corridor Secondary Plan programs. This reporting ensures transparency on the procurement activity while ensuring the timely initiation of the related service.



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Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through J. As outlined in Schedule A, a net budget decrease of \$29,843 will proceed immediately within the capital program, with funds being returned to both the Project Variance Reserve as well as the Roads Development Charge Reserve Fund.

As indicated in schedule B, further project savings of at least \$1.25 million are expected to be realized as part of the award of the Stormwater Management Pond Rehabilitation tender. The exact amount will be determined when the award is finalized, with a related transfer to the Project Variance Reserve expected.

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



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Attachments

- Schedule A - Reserve and Reserve Fund Transfers
- Schedule B - Tender Award for Stormwater Management Pond Rehabilitation
- Schedule C - Proposal Award for Apparel and Related Products and Services
- Schedule D - Single Source Award for Road & Winter Road Patrol software solution
- Schedule E - Single Source Award for Fire Communication Computer Aided Dispatch and Fire Record Management systems
- Schedule F - Contract Increase for Microsoft Enterprise Licenses
- Schedule G - Contract Increase for Bronte Street Multi-Use Path Contract - Construction
- Schedule H - Contract Increase for Contract Administration & Inspection Services - Reconstruction of Nipissing Road and Childs Drive
- Schedule I - Contract Extension for Wildlife Response Services on Public Property
- Schedule J - Reporting Back Agerton Employment and Trafalgar Corridor Secondary Plan programs

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.