



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: July 18, 2022

Report No: CORS-054-22

Subject: Purchasing Various

Recommendation: THAT Council provide delegated authority to award Microsoft software licenses as part of a new 3 year Enterprise Agreement with an estimated contract amount of \$400,000 per year (\$1,200,000 for the three years), as outlined in Schedule A;

THAT Council approve the contract renewal to Ducon Utilities Ltd. for the Traffic Signal and Street Light Maintenance for the fourth year (August 1, 2022 to July 31, 2023) in the total estimated amount of \$1,713,940 (exclusive of HST), as outlined in Schedule B;

THAT Council approve the award of contract renewals, for winter control services for a combination of various contracts for years two to five, for the winter season 2022/2023, in the estimated total amount of \$1,629,100, noted below (excluding taxes), to:

Blue Chip Building Restoration Ltd.,	\$1,353,200
Wendover Construction	\$ 29,100
Duff Contracting	\$ 83,000
AG Jones Services Limited	\$ 163,800

AND THAT Council provide delegated authority to award the six (6) pieces of equipment, that will be going out to tender, in the total estimated amount of \$330,600 (exclusive of HST), as outlined in Schedule C;

THAT Council approve the award of the proposal for the Supply & Delivery of Road Salt, to the highest ranked firm being Compass Minerals Ltd., in the total annual estimated amount of \$1,616,900 (exclusive of HST) based on 20,000 tonnes, for the



first term (October 1, 2022 to September 30, 2023), as outlined in Schedule D.

THAT the Manager, Purchasing and Risk 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 various items on the attached schedules. Requests are being made as per the guidelines outlined in the Purchasing By-law No. 061-2018 and the Budget Management Policy (Policy No.113).

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-D attached.

Financial Impact

This report includes the award or renewal of several contracts where inflationary pressures are translating into higher unit rates that will need to be addressed through the Town's budget process. Inflationary and market pressures have resulted in average unit rate increases of 6.8% for the traffic signal maintenance program, 6.59% for road salt, and between 10% and 23% for certain tandem and single axle vehicles that are contracted as a part of the Town's winter maintenance service. In all of these cases, the total cost incurred by the Town in any given period is dependent on both the unit price and the quantity of the material or service that is utilized. As such, the Town will look to mitigate in-year financial pressures where possible, and will assess both the updated unit rates and latest utilization trends as part of the budget development for the subsequent year. Over the course of time, these inflationary trends can be expected to create pressure on the Town's tax levy.



The Corporation of the Town of Milton

Report #:
CORS-054-22
Page 3 of 3

Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

For questions, please contact: Jennifer Ahern, CPPB 905-878-7252, x2361

For questions, please contact: Deanne Peter, B. Comm., MBA 905-878-7252, x2316

Attachments

Schedule A – Award for software licenses

Schedule B – Contract renewal for the Traffic Signal and Street Light Maintenance

Schedule C – Contract renewal for winter control services for the winter season
2022/2023, and award the six (6) pieces of equipment

Schedule D – Award to Supply & Delivery of Road Salt

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.