

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
PROPOSAL AWARD**

<b>Project Award</b>	Proposal Award No. 22-019 – Supply & Delivery of Road Salt
<b>Recommendation</b>	Staff is recommending the award of the proposal for the Supply & Delivery of Road Salt, to the highest ranked firm being Compass Minerals Ltd., in the total maximum annual amount of \$1,616,900 (based on 20,000 tonnes) and exclusive of HST), for the first term, October 1, 2022 to September 30, 2023. This amount reflects a 6.59% unit price increase over the previous contract.
<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>Purchasing Section: Bid Award Information</b>	
<b>Date bid issued</b>	May 11, 2022
<b>Advertisements</b>	Town of Milton website (Bids and Tenders)
<b>Closing Date</b>	June 6, 2022
<b># of Plan takers</b>	Three (3)
<b>Proposal Submissions received</b>	Cargill Canada Corp Compass Minerals Ltd. Windsor Salt
<b>Process</b>	<p>A RFP (request for proposal) process was issued on behalf of the HCPG (Halton Cooperative Purchasing Group) for the supply &amp; delivery of road salt.</p> <p>The proposals were evaluated based on the following criteria:</p> <ul style="list-style-type: none"> <li>Experience and qualifications (5 points)</li> <li>Efficiencies of both the product and logistics (25 points)</li> <li>Emergency measures and contingency plan (10 points)</li> <li>Value add (10 points)</li> <li>Term and costs of proposed program (50 points)</li> </ul> <p>An evaluation team facilitated by Purchasing with representation from Community Services, Burlington, Halton Hills and Oakville, evaluated the proposals against the established criteria.</p> <p>Compass Minerals Ltd, was the overall highest ranking proponent and is being recommended for this award.</p>

<b>Financial Planning Section: Budget Impact</b> (Note 1)		
<b>Account Number(s)</b>	0600-0645-3400	0900-0645-3400
<b>Account Description</b>	Town Winter Control Salt Contracts	Region Winter Control Salt Contracts
<b>Contract Budget</b>	\$653,476	\$451,710
<b>Actual</b> (Net of HST Rebate)	\$653,476 (Note 2)	\$451,710 (Note 2)
<b>Variance</b>	\$0	\$0
<b>Funding Source</b>	Operating Budget (Note 3)	Regional Recovery (Note 4)

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

Note 2: Contract actuals are an estimate only. The resulting costs will be managed by Program Area staff and reviewed with Financial Planning with any variances being reported through the Variance process.

Note 3: The contract spans 2022/2023. The 2023 budget is subject to Council approval.

Note 4: The cost of contracts for Regional Roads will be recovered from the Region of Halton.