

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT INCREASE**

Project Award	Contract Increase - Contract Administration of Appleby Line Phase 3
Recommendation	<p>Staff are recommending the contract increase to WSP Canada Inc. for Contract Administration of Appleby Line in the total amount of \$476,200 (exclusive of HST).</p> <p>Staff are also recommending that delegated authority be provided to approve change orders (if required) up to an aggregate value of 20% of the revised value of the award to WSP Canada Inc.</p>
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>The award for the design of Appleby Line Phase 3 was awarded through CORS-023-21 in the amount of \$288,363 (exclusive of HST). The original contract was awarded as a result of a previous roster process from 2021. Change orders to date have been issued in the amount of \$83,085 (exclusive of HST), reported through ES-027-24), \$35,354 (exclusive of HST) and \$29,655 (exclusive of HST, reported through ES-006-26. The current contract total is \$436,457 (exclusive of HST).</p> <p>This contract increase in the amount of \$476,200 (exclusive of HST) is for the Contract Administration, Inspection and Material testing of Appleby Line Phase 3. The original proposal for Contract Administration was from March 2021 in the amount of \$172,540 (exclusive of HST). WSP's updated proposal was provided to the Town in February 2026. The difference between the original proposed cost and the new estimated Contract Administration cost is mainly attributed to the following:</p> <ul style="list-style-type: none"> • Changes have been made to the scope of construction as a result of input and consultation with external agencies and the public which affect the scope of consultant services for the construction phase. • The project is planned to be constructed in stages. The first stage will be completed in 2026 and the second stage is scheduled for 2027, as a result the duration of the project is more than originally anticipated. • The Town issued and awarded a new roster RFP 24-051, which resulted in updated and higher consultant hourly rates. <p>Staff have satisfied themselves that the rates used are consistent with 24-051C Roster.</p> <p>The new contract total will be \$912,657 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C35000525-A0611-7210
Account Description	Appleby Line
Project Total Budget	\$6,384,312
Contract Budget	\$266,043
Actual (Net of HST Rebate)	\$484,581
Variance	\$218,538 (U)
Funding Source	Tax Supported Debt /Project Variance Reserve/Development Charges
Additional Budget Requested	\$43,708 (Note 2)
Funding Source	Project Variance Reserve/Development Charges

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

Note 2: Separate from the contract increase, additional budget is expected to be required for supplementary surveys, inspections, as well as additional efforts and coordination related to retaining walls, steep grades and escarpment access, including meetings with various stakeholders.