



# The Corporation of the Town of Milton

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Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: April 17, 2023

Report No: CORS-024-23

Subject: Purchasing Various - April 2023

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

**THAT the tender award for the 2023 Expanded Asphalt Program to Cox Construction Limited in the total amount of \$2,598,612 (exclusive of HST) be approved as outlined on Schedule B.**

**THAT the tender award for the Concrete Sidewalk Curb Reconstruction Program to Pennate Concrete Time 616 Inc. for up to a five-year term in the estimated amount of \$1,249,925 (exclusive of HST) be approved as outlined on Schedule C.**

**THAT the tender for the Fifth Line Reconstruction, 208m South of Derry Road to 70m South of Main Street East be awarded to Graham Bros. Construction Limited in the total amount of \$16,487,620 (exclusive of HST) as outlined on Schedule D.**

**THAT the award of the proposal for Consulting Services for the Milton Transit Service Review and Master Plan Update to Arcadis IBI Group in the total amount of \$209,816 (exclusive of HST) be approved as outlined on Schedule E.**

**THAT the award of the proposal for Consulting Services for the Town of Milton Holistic Monitoring Program to Aquafor Beech Limited in the total amount of \$786,477.00 (exclusive of HST) be approved as outlined on Schedule F.**

**THAT the award of the proposal for Locating Services for Town Owned Underground Infrastructure to PVS Contractors Inc. in the total amount of \$331,883 (exclusive of HST) be approved as outlined on Schedule G.**

**THAT the contract renewal to WSP E&I Canada Limited for the Design of the 2024 Asphalt Overlay Program in the total amount of**



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**\$387,074 (exclusive of HST) be approved as outlined on Schedule H.**

**THAT the delegated authority to award the contract administration of the 2024 Asphalt Overlay Program to WSP E&I Canada Limited in the estimated amount of \$454,385 (exclusive of HST) be approved subject to Council approval of the 2024 budget as outlined on Schedule H.**

**THAT the contract renewal to CIMA Canada Inc. for the Design of the 2024 Expanded Asphalt Program in the total amount of \$204,200 (exclusive of HST) be approved as outlined on Schedule I.**

**THAT the delegated authority to proceed with the award of the contract administration of the 2024 Expanded Asphalt Program to CIMA Canada Inc. in the estimated amount of \$135,910 (exclusive of HST) be approved subject to Council approval of the 2024 budget as outlined on Schedule I.**

**THAT the contract for the Joint Micro Paving Program be renewed with Duncor Enterprises Inc. for the period April 1, 2023 to March 31, 2024 in the estimated annual amount of \$1,157,710 (exclusive of HST) as outlined on Schedule J.**

**THAT the contract increase for additional Dell data domain backup storage equipment to Dell Canada in the total amount of \$56,089 (exclusive of HST) be approved as outlined in Schedule K.**

**THAT the contract increase to WSP Canada Group Limited for Contract Administration for Fifth Line (Main Street to Derry Road) in the total amount of \$1,094,528 (exclusive of HST) be approved as outlined on Schedule L.**

**THAT the Manager, Purchasing and Supply Chain 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 to L) attached. Awards include tendered values for the expanded asphalt program and the widening of Fifth Line, proposals awards for the Transit Service Master Plan, the Holistic Monitoring Program and a Locate Service provider, as well as a variety of contract renewals or increases based on the reasons outlined in the attached schedules.

The competitive tender and proposal processes that were utilized yielded a range of results with respect to the final cost or unit pricing received relative to budget. While several of the awards achieved notable potential cost savings relative to budget (examples - expanded asphalt and holistic monitoring), other awards are expected to result in financial pressure on the Town (most notably Fifth Line and the locate services). Further detail is provided below.

Financial impacts are outlined in detail on the attached Schedules A through L, and result in a net increase in funding to the capital program of \$1,101,662. Additional funding of \$2,141,427 from the roads development charge (DC) reserve fund is required for the construction of Fifth Line. As noted in CORS-018-23 on tonight's agenda, the Road DC reserve fund ended the year 2022 with a deficit balance of \$15.5 million. That, and future, deficit balances for that reserve fund are being managed through a combination of the letters of credit that have been provided to the Town by the development industry, as well as the net positive balance that is maintained overall in the development charge reserve funds. The additional cost for Fifth Line noted above will be reflected in future DC by-law updates and recovered from growth.



### Financial Impact

Separately, the budget decrease of \$1,165,045 that is proposed at this time for the expanded asphalt program will allow for the re-purposing of funding from the Canada Community Building Fund to other Town projects, as well as a reduction in the future debt requirements for the Town.

The result of the competitive process for the locate service provider will include financial pressure on the Town's operating budget as a notable increase in unit rates was realized. As outlined further in Schedule G, staff are evaluating several mitigation measures that may either increase revenue, reduce cost or re-allocate a portion of the financial pressures. Staff will also continue to collaborate with peer municipalities and utility providers as cost pressures with respect to locate services are being incurred broadly within the sector. The full cost of the locates within a year are variable as they are dependent on the number of requests that the Town is obligated to provide for, and as such the extent of impact in 2023 will be reported through the variance processes and a budget adjustment can be considered through the 2024 budget process.

Respectfully submitted,

Glen Cowan  
Chief Financial Officer / Treasurer

For questions, please contact:	Deanne Peter, Supervisor, Financial Reporting	Phone: Ext. 2316
	Jennifer Ahern, Senior Contract Specialist	Ext. 2361



## Attachments

- Schedule A – Summary of Changes in Capital Project Budgets and Funding
- Schedule B – Tender award for the 2023 Expanded Asphalt Program
- Schedule C – Tender award for the Concrete Sidewalk Curb Reconstruction Program
- Schedule D – Tender Award for Fifth Line
- Schedule E - Proposal for the Milton Transit Service Review and Master Plan Update
- Schedule F – Proposal for the Holistic Monitoring Program
- Schedule G – Proposal for Locating Services for Underground Infrastructure
- Schedule H - Contract Renewal for Consulting Services for the Asphalt Overlay Program
- Schedule I - Contract Renewal for the Consulting Services for the Expanded Asphalt Program
- Schedule J - Contract Renewal for the Joint Micro Paving Program
- Schedule K - Contract Increase for Data Domain Backup Storage
- Schedule L - Contract Increase for Contract Administration for Fifth Line

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.