

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
PROPOSAL AWARD**

Project Award	Proposal Award No. 23-557 – Consulting Services for the Town of Milton Holistic Monitoring Program
Recommendation	Staff are recommending 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).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required for proposal awards over \$100,000.
Background information	<p>Since 2006 the Town has been undertaking the Holistic Monitoring Program to meet the watershed environmental monitoring requirements of the Town's Official Plan, and the requirements recommended in various subwatershed studies. Proposal Award No. 23-557 includes the watershed-wide holistic monitoring activities for 2023 to 2025.</p> <p>The Town's Holistic Monitoring Program assesses the overall impact that development/urbanization of each Secondary Plan Area has on the subject and surrounding watersheds. The Holistic Monitoring Program is structured to monitor on a sub-watershed basis, covering the areas of secondary plan development. The scope of the holistic monitoring varies year over year as development progresses throughout the Town. In general, the monitoring duration is set to 10 years or 80% build-out of the given secondary plan area, whichever is greater.</p> <p>This award is to authorize the 2023 to 2025 monitoring of the Secondary Plan Areas of Boyne, Derry Green, Milton Education Village, North Porta and Milton Heights. Subject to the progression of development, the provisional items of monitoring Trafalgar, Agerton, and Britannia for 2024 and 2025 may be recommended for Council approval in Q1 of 2024.</p> <p>An evaluation team with representation from Development Services evaluated the proposals against the established criteria and three (3) proponents were invited to an interview. Upon completion of the interview stage, Aquafor Beech Limited was the highest scoring proponent.</p>
Purchasing Section: Bid Award Information	
Date bid issued	February 23, 2023
Advertisements	Bids & Tenders Website, Town of Milton website
Closing Date	March 17, 2023
# of Plan takers	Six (6)

<p>Proposal Submissions received</p>	<p>Proposals were received from the following companies:</p> <ul style="list-style-type: none"> • AECOM Canada Limited • Aquafor Beech Limited • GHD Limited • Parsons Incorporated • WSP E&I Canada Limited
<p>Evaluation Criteria</p>	<p>The proposals were evaluated based on the following criteria:</p> <ul style="list-style-type: none"> • Description of the Firm, Project Team and Structure (5 points) • Project Team Experience and References (20 points) • Understanding of the Project (10 points) • Project Methods, Work Program, Tasks and Deliverables (25 points) • Project Scheduling (20 points) • Proposal Costs (20 points) <p>Preliminary evaluations were conducted and the following proponents were invited to the next stage of the process, the interview, held on March 28, 2023.</p> <ul style="list-style-type: none"> • Aquafor Beech Limited • GHD Limited • WSP E&I Canada Limited <p>Aquafor Beech Limited is the highest ranking overall proponent and is being recommended for this award.</p>

Financial Planning Section: Budget Impact (Note 1)

<p>Account Number(s)</p>	<p>C44010621/22/23</p>	<p>C44010722/23</p>	<p>C44010922/23</p>	<p>C44011423</p>	<p>C44010520/21/22</p>
<p>Account Description</p>	<p>Stormwater Management - Boyne</p>	<p>Stormwater Management - Derry Green</p>	<p>Stormwater Management - MEV</p>	<p>Stormwater Management - North Porta</p>	<p>Stormwater Management - Milton Heights</p>
<p>Project Total Budget</p>	<p>\$ 383,131</p>	<p>\$ 233,463</p>	<p>\$ 255,853</p>	<p>\$ 133,900</p>	<p>\$ 328,364</p>
<p>Contract Budget</p>	<p>\$ 320,123</p>	<p>\$ 206,593</p>	<p>\$ 227,941</p>	<p>\$ 125,000</p>	<p>\$ 312,380</p>
<p>Actual (Net of HST Rebate)</p>	<p>\$ 221,133</p>	<p>\$ 162,743</p>	<p>\$139,829</p>	<p>\$ 135,699</p>	<p>\$ 140,915</p>
<p>Variance (Note 2)</p>	<p>\$ 98,990 (F)</p>	<p>\$ 43,850 (F)</p>	<p>\$ 88,112 (F)</p>	<p>\$ 10,699 (U) (Note 3)</p>	<p>\$ 171,465 (F)</p>
<p>Funding Source</p>	<p>Development Charge</p>	<p>Development Charge</p>	<p>Development Charge</p>	<p>Developer Recovery</p>	<p>Development Charge</p>

Provisional Items (Note 4)

<p>Account</p>	<p>C440108</p>	<p>C440111</p>	<p>C440112</p>
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Schedule F

Number(s) Account Description	Stormwater Management - Britannia	Stormwater Management - Trafalgar	Stormwater Management - Agerton
Contract Budget	\$ 109,541	\$ 119,722	\$108,659
Actual	\$ 109,541	\$ 119,722	\$108,659
Variance	\$ 0	\$ 0	\$ 0

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

Note 2: Due to the monitoring scope spanning a large area, with environmentally sensitive tasks, Staff is requesting that the favorable variance remain for contingency and other unanticipated costs.

Note 3: This work was included in the 2023 budget and forecast over a five year period in the annual amount of \$125,000. It will be 100% funded through Developer Recovery.

Note 4: Provisional items of the contract award are not being issued at this time. The work will be awarded based on development status and pending Council approval of the 2024 budget. This work was included in the 10 year capital forecast as presented through the 2023 budget and will be 100% funded through area specific Development Charges. Timing of the projects will be updated in the 2024 budget according to the status of development.