



# The Corporation of the Town of Milton

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**Report To:** Council

**From:** Glen Cowan, Chief Financial Officer / Treasurer

**Date:** September 11, 2023

**Report No:** CORS-045-23

**Subject:** Purchasing Various - September 2023

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

THAT the contract renewals for winter control services for the 2023/2024 season be approved in the estimated amounts (excluding HST) shown below and as outlined in Appendix B:

- AG Jones Services Limited - \$270,600
- Associated Paving - \$31,700
- Blue Chip Building Restoration Ltd. - \$1,281,775
- Duff Contracting - \$83,000

THAT the contract extensions for winter control services for the 2023/2024 season be approved in the estimated amounts (excluding HST) shown below and as outlined in Appendix B:

- Jones Ag Services Limited - \$45,100
- Blue Chip Building Restoration Ltd. - \$423,800

THAT the contract renewal for Road Salt to Compass Minerals Canada Corp. for the one year period from October 1, 2023 to September 30, 2024 be approved in the estimated amount of \$1,664,000 (exclusive of HST) as outlined on Schedule C.

THAT the delegated authority to award each of the three (3) remaining one-year optional contract renewal terms for years three to five in the total estimated amount of \$5,300,000 (exclusive of HST) be approved as outlined on Schedule C.

THAT the delegated authority to award the tender for the Campbellville Road Guiderail Replacement in the estimated amount of \$1,148,010 (including HST rebate) be approved as outlined on Schedule D.



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THAT the three (3) year contract increase for GIS Services to ESRI Inc. in the amount of \$323,400 (exclusive of HST) be approved as outlined on Schedule E.

THAT a new five (5) year contract increase for a Point of Sale Solution (excluding concessions) to Xplor Recreation in the amount of \$336,700 (exclusive of HST) be approved as outlined on Schedule F.

THAT the contract awards for emergency site fuel clean-up to Accuworx Inc. and Edgar Howden and Sons Ltd., and for consulting services to GM BluePlan Engineering Ltd. in the total amount of \$173,618.60 (exclusive of HST) be received for information as outlined on Schedule G.

THAT the contract increase for additional consulting services in relation to the Peru Road Bridge Removal and Cul-de-Sac to GM BluePlan Limited in the amount of \$9,080 (excl. HST) be received for information as outlined on Schedule H.

THAT the proposal for the Environmental Assessment for the Construction of Main Street East, Fifth Line to Trafalgar Road be awarded to CIMA Canada Inc. in the total amount of \$792,800 (exclusive of HST) as outlined on Schedule I.

THAT the contract increase to Consat Canada Inc. for telematics for Milton Transit in the estimated amount of \$110,000 (exclusive of HST) be approved as outlined on Schedule J.

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



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## 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 J) attached.

Awards include the renewal and extension of existing contracts for the Town's winter control program for Town and Regional roads. These contracts are awarded for periods up to five years, with annual renewal during that period subject to satisfactory performance and terms. The recommended renewals encompass 33 units (example - tandems, loaders, graders, tractors, etc.). Also recommended are contract extensions for 9 units that have reached their five-year term. The Town intends to consolidate requirements for tender in 2024 following a further evaluation of alternatives to ensure efficiency and best value. Similarly a renewal of the Town's road salt supply contract is recommended, along with delegated authority for the balance of the remaining 5-year period envisioned in the original award.

Also included in this report is an award to initiate the environmental assessment process for the Main Street construction (5th Line to Trafalgar), as well as increases in relation to the Town's GIS, telematics and point of sale software solutions, amongst other awards for either information or delegated authority.

## Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through J, and result in a net increase in funding to the capital program of \$1,079,631 with funding from the Project Variance Account and Development Charges. The development charge portion of the increase represents an acceleration of funds from the forecast period for the reasons outlined in Schedule I. These funding sources will continue to be monitored closely for the reasons outlined in reports CORS-044-23 and CORS-034-23.

With respect to the awards for winter control and winter salt, the amounts presented are estimated totals at this time as they will fluctuate with the weather conditions through the winter months. The resulting costs will be managed by program area staff with updates provided to Council through the variance process.

Respectfully submitted,

Glen Cowan



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Chief Financial Officer / Treasurer

For questions, please contact: Sharon Telfer, Manager,  
Purchasing and Supply Chain  
Management Phone: Ext. 2138  
Shirley Xie, Supervisor, Financial  
Reporting Ext. 2472

## Attachments

Schedule A – Summary of Changes in Capital Project Budgets and Funding  
Schedule B – Renewal and Extension of Winter Control Contracts  
Schedule C – Renewal for Supply and Delivery of Road Salt  
Schedule D – Delegated Authority for Campbellville Road Guiderails  
Schedule E – Contract Increase for GIS Services  
Schedule F – Contract Increase for Point of Sale System (excluding concessions)  
Schedule G – Emergency Award for Fuel Clean-up  
Schedule H – Contract Increase for Consulting Services for Peru Road  
Schedule I – Environmental Assessment for Main Street East  
Schedule J – Contract Increase for Telematics for Milton Transit

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.