



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: March 25, 2024

Report No: CORS-012-24

Subject: Purchasing Various - March 2024

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

THAT Council approve the budget amendment for the rural drainage study and stormwater master plan as outlined on Schedule B.

THAT the single source award to Johnson Controls for the supply and delivery of the Metasys user interface building automation system software upgrade in the total amount of \$54,555 (excl. HST) be approved as outlined in Schedule C.

THAT the contract renewal for the joint micro paving program to Duncor Enterprises Inc. in the estimated amount of \$900,000 (excl. HST) be approved as outlined on Schedule D.

THAT the contract extension for animal licensing services to DocuPet be approved as outlined on Schedule E.

THAT the contract increase for implementation of license plate recognition (LPR) technology and programming changes within the parking enforcement software solution to ACCEO Solutions in the amount of \$225,000 (excl. HST) be approved as outlined on Schedule F.

THAT the contract increase for Fifth Line grade crossing and widening project management consulting services to Canadian Pacific Railway in the amount of \$26,850 (excl. HST) be approved as outlined on Schedule G.

THAT the contract increase for Fifth Line grade crossing and widening construction work to Canadian Pacific Railway in the amount of \$319,883 (excl. HST) be approved as outlined on Schedule H.



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THAT the contract increase for Bronte Street grade crossing and widening project to Canadian Pacific Railway in the amount of \$156,591 (excl. HST) be approved as outlined on Schedule I.

THAT the single source award to Town of Halton Hills, Halton Hills Fire Service for the purchase of a Motorola MCC 7500 dispatch console and accessories in the amount of \$50,000 (excl. HST) be approved as outlined on Schedule J.

THAT the single source award to Federal Engineering for consulting services to assist the Town with migration to a Next Generation 911 call handling solution in the total amount of \$112,252 (excl. HST) be approved as outlined on Schedule K.

THAT the Manager, Purchasing and Supply Chain Management be authorized to execute the contract extension, 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 item in the attached schedule. Requests are being made as per the guidelines outlined in the Purchasing By-law No. 061-2018.

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 K) attached.

Included within this report are single source awards to each of Federal Engineering and the Town of Halton Hills for the procurement of consulting services and equipment required for the Town to be NG911 compliant within the legislated timeframe.

A single source award for the Metasys user interface building automation system software upgrade is also included in this report. The current operating system that controls the HVAC mechanical equipment is proprietary to Johnson Controls and requires an upgrade to maintain operability.

Also included is a contract renewal of the existing HCPG joint micro paving program and a contract extension of the existing animal licensing service.

Additionally, there is a contract increase of the existing system used within the Town to administer its parking enforcement program. The increase is for the implementation of license plate recognition (LPR) technology and programming changes within the parking enforcement software solution. A fully automated LPR system will create efficiencies in processes and allow quicker, more accurate and safe enforcement operations.

There are also contract increases of existing contracts with Canadian Pacific Railway (CP), related to the Fifth Line grade crossing and widening project and to the Bronte Street grade crossing and widening project. These contract increases are to account for additional services that represent final costs associated with the CP work for these projects.

Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through K, and result in no net change in the total capital program, as any variances are being managed by a reallocation of existing approved budgets either within, or between, existing capital projects.

Items within this report will also result in operating impacts. As further outlined on Schedule F, the implementation of License Plate Recognition software will result in annual operating costs of approximately \$30,500 above what was budgeted in 2024. These additional costs will be accommodated through a reallocation of spending as well as an expected reduction in the contractual cost of issuing tickets due to process efficiencies resulting from the software. The purchase of a Motorola dispatch console and accessories as outlined on Schedule J will result in annual operating impacts of \$5,000 related to contributions to reserves to support future asset replacement. Although not specifically budgeted for in 2024, it is expected that the costs can be accommodated within the overall 2024 budget.



Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

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

Attachments

- Schedule A – Reserve and Reserve Fund Transfers
- Schedule B – Budget Amendment Stormwater Master Plan
- Schedule C – Single Source Award Metasys building automation system upgrade
- Schedule D – Contract Renewal for Joint Micro Paving Program
- Schedule E – Contract Extension for Animal Licensing Services
- Schedule F – Contract Increase for License Plate Recognition Technology
- Schedule G – Contract Increase for Fifth Line - CP Rail
- Schedule H – Contract Increase for Fifth Line - CP Rail
- Schedule I – Contract Increase for Bronte Street - CP Rail
- Schedule J – Single Source Award for Motorola dispatch console and accessories
- Schedule K – Single Source Award for consulting services to implement NG911 call handling solution

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.