

COUNCIL AUTHORITY FOR CONTRACT AWARDS DELEGATED AUTHORITY

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| Project Award | Delegated Authority – Tender Award No. 24-023 for the Pavement Line Marking Program on behalf of the Halton Co-operative Purchasing Group (HCPG) Joint Contract |
| Recommendation | <p>Staff are recommending the delegated authority to award the tender for the Pavement Line Marking Program on behalf of the HCPG in the estimated annual amount, representing the Town of Milton's portion, of \$256,440 (exclusive of HST). Staff will report the results back to Council for information.</p> <p>Staff are also requesting the delegated authority to award up to four (4) one-year optional renewal terms through an internal staff award report, for up to a total five-year contract. If all renewal options are required, the total amount of a five-year contract is estimated to be \$1,282,200 (exclusive of HST).</p> |
| Purpose of Report | As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required. |
| Background information | <p>The Town of Milton issued Tender 24-023 for the Pavement Line Marking Program on behalf of the HCPG. The participating agencies consists of the Town of Milton and the Town of Halton Hills. Following an extension to the originally planned closing date via an addendum, the tender is anticipated to close on June 10, 2024.</p> <p>In order meet the project schedule, it is recommended to award the tender as soon as possible following the tender closing date.</p> <p>The first term of the contract will be on or about June 12, 2024 to March 31, 2025. All prices are firm for this term. An option exists to renew the contract for four (4) additional one-year terms. Approved future terms will start as of April 1st of the calendar year.</p> <p>The estimated value for the Town of Milton's portion of the contract, for the first term, is \$256,440 (exclusive of HST). The total contract value for the optional five (5) terms is estimated to be \$1,282,200 (exclusive of HST).</p> |

Financial Planning Section: Budget Impact (Note 1)

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| Account Number(s) | 1800-0510/0896-3740 | 3900-0327-3740 | C4001122 4-A0614-7641 | C40012723-A0614-7130 | C3500082 2-N0611-7670 |
| Account Description | Pavement Marking/Bike Lane | Parking Lot Pavement Marking | Pedestrian Crossover (PXO) | Intersection Pedestrian Signal | Surface Treatment Program |

| | | | Program | Schedule B | |
|-----------------------------------|------------|---------|--------------------------|------------|-----------|
| Project Total Budget | NA | NA | \$295,963 | \$177,037 | \$967,501 |
| Contract Budget | \$ 208,953 | \$6,000 | \$30,000 | \$8,000 | \$8,000 |
| Funding Source | Operating | | Project Variance Account | | |
| Actual (Net of HST Rebate) | \$ 260,953 | | | | |
| Variance | \$ 0 | | | | |

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

Note 2: Contract actuals are an estimate only. The resulting costs will be managed by Program Area staff and reviewed with Financial Planning with any variances being reported through the Variance process.