

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
PROPOSAL AWARD**

Project Award	Proposal Award No. 24 – 543 for Consulting Services for a Stormwater Master Plan
Recommendation	Staff is recommending the award of the proposal for Consulting Services for a Stormwater Master Plan to Aquafor Beech Limited in the total amount of \$401,445 (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>During the last decade, the Town has undertaken scoped projects to assess the condition of our stormwater management assets. Individual studies have been undertaken to review portions of the Town's stormsewer network, including; a scoped stormsewer network study, a condition assessment of Town owned ponds and subsequent miscellaneous contracts that focused on specific deficiencies.</p> <p>More recently, the Ministry of the Environment, Conservation and Parks (MECP) has made numerous references to the preference for municipalities to undertake Master Planning. This has been evident in both legislation as well as the design criteria included as part of the Consolidated Linear Infrastructure Environmental Compliance Approval (CLI ECA) program. Master Plans are long-range plans, which integrate infrastructure requirements for existing and future land use with Environmental Assessment planning principles. These plans examine an infrastructure system(s) or group of related projects in order to outline a framework for planning for subsequent projects and/or developments.</p> <p>The Town is now seeking to retain a consulting engineering firm to build upon the work already completed and develop a Stormwater Master Plan. The Master Plan will include both rural and urban areas of Milton to effectively manage existing stormwater infrastructure, provide recommendations for areas of improvement and to accommodate future growth. In addition to the Stormwater Master Plan, the Town is also seeking a stand-alone Implementation Plan to guide the implementation of the works identified as part of the Master Plan.</p> <p>An evaluation team with representation from Development Services and Community Services evaluated the proposals received against the established criteria and one proponent was invited to an interview on May 15, 2024.</p>
Purchasing Section: Bid Award Information	
Date bid issued	April 3, 2024
Advertisements	Town of Milton website and Bids&Tenders website

Closing Date	May 1, 2024
# of Plan takers	Eleven (11)
Proposal Submissions received	<p>Proposals were received from the following companies:</p> <ul style="list-style-type: none"> • Aquafor Beech Limited • GHD Limited • HDR Corporation • Matrix Solutions Inc.
Evaluation Criteria	<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 (10 points) • Proposal Costs (30 points) <p>Preliminary evaluations were conducted and the following proponent was invited to the next stage of the process, the interview, held on May 15, 2024.</p> <ul style="list-style-type: none"> • Aquafor Beech 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)	
Account Number(s)	C43000823-N0821-7255
Account Description	Stormwater Master Plan
Project Total Budget	\$914,125
Contract Budget	\$622,500
Actual (Net of HST Rebate)	\$408,510
Variance (Note 2)	\$213,990 (F)
Funding Source	Project Variance Account

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

Note 2: Staff are recommending that \$50,000 of the favourable variance remain in the project account, to allow for the future potential award of provisional items via change order.