

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
CONTRACT INCREASE**

<b>Project Award</b>	Contract Increase for additional services to WSP E&I Canada Limited (formerly Wood Environment & Infrastructure Solutions) for Detailed Road Design of Appleby Line Phase 3
<b>Recommendation</b>	<p><b>Staff are recommending the contract increase to WSP E&amp;I Canada Limited (formerly Wood Environment &amp; Infrastructure Solutions) for Detailed Road Design of Appleby Line Phase 3 in the total amount of \$5,755 (exclusive of HST).</b></p> <p><b>Staff are also recommending that delegated authority be provided to approve change orders (if required) up to an aggregate value of 10% of the value of the award to the WSP E&amp;I Canada Limited.</b></p> <p><b>Staff are recommending a budget increase on this project in the amount of \$111,488 for utilities relocation.</b></p>
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
<b>Background information</b>	<p>The award for the design of Appleby Line Phase 3 was awarded through CORS-023-21 in the amount of \$288,363 (exclusive of HST). The original contract was awarded as a result of a previous roster process. Change orders to date have been issued in the amount of \$51,690 (exclusive of HST) and \$25,640 (exclusive of HST, through CORS-041-23). The current contract total is \$365,693 (exclusive of HST).</p> <p>This contract increase in the amount of \$5,755 (exclusive of HST) is for the following:</p> <ul style="list-style-type: none"> <li>• Archeological assessment of 7139 Appleby Line Part 2 Associated fees are for Project Manager and Archeological study report</li> </ul> <p>The rates used are consistent with previous rates charged under this contract and further and are consistent with those in the initial request for proposal.</p> <p>The new contract total will be \$371,448 (exclusive of HST).</p> <p><u>Budget Amendment</u></p> <p>During the detailed design stage, it was identified that there are conflicts with utilities. In order to reconstruct the road some of the utilities have to be relocated, this was not originally anticipated.</p> <p>Milton Hydro is currently working on the relocation design and provided a high-level estimate for Town's cost that will be \$49,600 (exclusive of HST). In addition, Rogers and Bell have to relocate</p>

**Schedule G**

their infrastructure as well. After evaluating with the consultant, it is estimated that the cost for the Town related to Bell and Rogers infrastructure relocation will be \$50,000 (exclusive of HST). Staff are requesting a budget budget increase of \$111,488 for the utility relocation works and related contingency.

**Financial Planning Section: Budget Impact** (Note 1)

<b>Account Number(s)</b>	C35000521-A0611-7220
<b>Account Description</b>	Appleby Line
<b>Project Total Budget</b>	\$494,978
<b>Contract Budget</b>	\$0
<b>Actual</b> (Net of HST Rebate)	\$5,856
<b>Variance</b>	\$5,856 (U)
<b>Funding Source</b>	Project Variance Account/Development Charges
<b>Additional Budget Requested</b>	\$111,488 (Note 2)
<b>Funding Source</b>	Project Variance Account/Development Charges

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

Note 2: Separate from the contract increase, additional budget is expected to be required with respect to utilities relocation.