

COUNCIL AUTHORITY FOR CONTRACT AWARDS DELEGATED AUTHORITY

Project Award	Reporting back to Council on the Delegated Authority utilized to award Tender 24-023 - Pavement Line Marking Program
Purpose of Report	Staff are reporting back to Council for a contract award that was made under delegated authority as per ES-014-24.
Background information	<p>Through ES-014-24, Council approved the delegated authority for staff to proceed with the award of the Pavement Line Marking Program for a one (1) year term in the estimated annual amount of \$256,440 (exclusive of HST) in order to meet the project commencement schedule. Staff also received 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.</p> <p>The Town of Milton issued Tender 24-023 to the open market for the Pavement Line Marking Program on behalf of the HCPG. The participating agencies consist of the Town of Milton and the Town of Halton Hills. The bid was issued on April 18, 2024 and closed on June 10, 2024. There were three registered suppliers, however upon closing, only one submission was received from Guild Electric Limited in the amount of \$903,096 (inclusive of HST). This amount represents the combined estimated annual costing for both HCPG participating agencies. The Town of Milton's estimated annual costing is \$355,353 (exclusive of HST). Guild Electric Limited has previously been contracted with the Town to perform pavement line marking services with satisfactory performance.</p> <p>Staff processed internal report PDA-070-24 to award this contract for the Pavement Line Marking Program on behalf of the Halton Co-operative Purchasing Group (HCPG) to Guild Electric Limited in the estimated amount of \$355,353 (exclusive of HST). The total contract value with the optional four (4) renewal terms is estimated to be \$1,776,765 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (includes non-refundable HST)

Account Number(s)	1800-0510/0896-3740	3900-0327-3740	C40011224-A0614-7641	C40012723-A0614-7130	C35000822-N0611-7670
Account Description	Pavement Marking/Bike Lane	Parking Lot Pavement Marking	Pedestrian Crossover (PXO)	Intersection Pedestrian Signal	Surface Treatment Program
Project Total Budget	N/A	N/A	\$295,963	\$177,037	\$967,501
Contract Budget	\$208,953	\$6,000	\$30,000	\$8,000	\$8,000
Actual <small>(net of HST)</small>	\$359,572				
Variance	\$98,618 (U)				

Funding Source

Operating and Capital

Note 1: Contract actuals are an estimate only. Actuals will vary depending on level of activity. Unfavourable variance of \$39,440 is anticipated to be managed within the capital projects budget. The remaining unfavourable variance associated with operating program will be managed by Program Area staff and reviewed with Financial Planning with any variances being reported through the Variance process.