



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: June 20, 2022

Report No: CORS-052-22

Subject: Purchasing Various - June 2022

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

THAT Council approve the award of Tender 22-01-00500 for the Pond 10 Rehabilitation and Sediment Removal Project to 2220742 Ontario Ltd. o/a Bronte Construction, in the amount of \$1,006,586 (exclusive of taxes), as outlined in Schedule B

THAT Council approve the contract extension and contract increase for the additional underground infrastructure locating services to Peninsula Video & Sound Inc., in the total amount of \$15,000 (exclusive of taxes), as outlined in Schedule C;

THAT Council approve the contract increase for consulting services for the design of Fifth Line (Hwy. 401 to Derry Road) to WSP Canada Inc., in the total amount of \$326,360 (exclusive of taxes), as outlined in Schedule D;

THAT Council approve the contract increase for services for the design of Main Street East (James Snow Parkway to Fifth Line) to WSP Canada Inc., in the total amount of \$37,943 (exclusive of taxes), as outlined in Schedule E;

THAT the Manager, Purchasing and Risk Management be authorized to execute the contract(s), 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 various items on the attached schedules. Requests are being made as per the guidelines outlined in the Purchasing By-law No. 061-2018 and the Budget Management Policy (Policy No.113).

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-E attached.

Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through E. The resulting funding adjustments are presented on Schedule A, and result in a net overall increase in approved capital budgets of \$946,714.

\$572,638 of the increase relates to the stormwater pond maintenance program. As identified in schedule B, an updated schedule for pond sediment removal has been created through this process and will result in the reduction of \$807,526 from the forecast in the year 2023.

Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

For questions, please contact: Jennifer Ahern, CPPB 905-878-7252, x2361
For questions, please contact: Deanne Peter, B. Comm., MBA 905-878-7252, x2316

Attachments

- Schedule A – Reserve & Reserve Fund Transfers
- Schedule B – Tender Award for the Pond 10 Rehabilitation and Sediment Removal Project
- Schedule C – Contract Extension and Increase for the additional underground infrastructure locating services
- Schedule D – Contract Increase for consulting services for the design of Fifth Line (Hwy. 401 to Derry Road)
- Schedule E – Contract Increase for the design of Main Street East (James Snow Parkway to Fifth Line)

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.

Summary of Changes in Capital Project Budgets and Funding

Schedule	B	C	Total Change in Funding Sources Increase / (Decrease)
Project Number	C43000122	C34004011	
Project Description	Stormwater Pond Maintenance - Construction	Fifth Line (Hwy. 401 to Main Street)	
Total Approved Project Budget	\$ 670,401		
Project Variance Account	572,638	37,408	610,046
Development Charges:			
Roads DC		336,668	336,668
Total Increase/(Decrease) in Funding	572,638	374,076	\$ 946,714
Total Revised Project Budget	\$ 1,243,039	\$ 374,076	

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
TENDER AWARD**

Project Award	Tender Award No. 22-01-00500 for the Pond #10 Rehabilitation and Sediment Removal Project				
Recommendation	Staff are recommending the award of the tender for the Pond 10 Rehabilitation and Sediment Removal Project to 2220742 Ontario Ltd o/a Bronte Construction in the total amount of \$1,006,586.00 exclusive of HST), being the lowest compliant bid received;				
	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required for tender awards over \$1,000,000.				
Background information	<p>As identified in the “2019 Stormwater Management Facility Condition Assessment”, and confirmed through additional investigation related to this project, Pond #10, Shipp N Ph. 1 is located at 1030 & 1035 Sprucedale Lane requires rehabilitation. The scope of this project includes forebay sediment removal, and rectification of miscellaneous deficiencies such as concrete repair, grading, removal of excess vegetation/debris, and other miscellaneous works.</p> <p>Maintenance related to the scope of this project plays an essential role in the general up keep of Town owned assets, and provides an increased ROI for our residents. Specifically, the sediment removal component of this project is necessary in order to maintain pond function, and provide environmental protection.</p>				
Purchasing Section: Bid Award Information					
Date bid issued	May 2, 2022				
Advertisements	Town of Milton website				
Closing Date	May 31, 2022				
# of Plan takers	Six (6)				
List of bid submissions inclusive of HST	<table> <tr> <td>Bronte Construction</td> <td align="right">\$ 1,137,442.18</td> </tr> <tr> <td>Milestone Environmental Contracting</td> <td align="right">\$ 1,212,456.10</td> </tr> </table>	Bronte Construction	\$ 1,137,442.18	Milestone Environmental Contracting	\$ 1,212,456.10
Bronte Construction	\$ 1,137,442.18				
Milestone Environmental Contracting	\$ 1,212,456.10				
Median bid value	The average bid received was \$ 1,174,949.14. The bid submitted by Bronte Construction is approximately 3% less than the average bid.				
COR™ Requirement	<p>On Council Report CORS-013-18, the Town adopted the Certificate of Recognition (COR™) program as a requirement for projects valued over \$500,000. As such, only Bid submissions from Bidders that were COR™ Certified were accepted for this Tender request.</p> <p>Two (2) bid submissions received were from COR™ Certified companies.</p>				

Financial Planning Section: Budget Impact (Note 1)	
Base Bid Award:	
Account Number(s)	C43000122
Account Description	Stormwater Pond Maintenance - Construction
Project Total	\$ 670,401
Contract Budget	\$ 524,910
Actual (Net of HST Rebate)	\$ 1,024,302
Variance (Note 2)	\$ 499,392 (U)
Funding Source	Project Variance Account
Additional Budget Requested	\$ 73,246 (Note 3)
Funding Source	Project Variance Account

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

Note 2: Additional investigation completed in the design phase of this project has produced an updated schedule for pond sediment removal projects commencing in 2025. Through the 2023 Capital Budget process, pond sediment removal work in the amount of \$807,526 will be removed from the project budget in the year of 2023. As such, there should be no net increase to the financial forecast.

Note 3: Additional budget is being requested to maintain contingency at 10%.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT EXTENSION**

Project Award	Contract Increase and Extension for Additional Underground Infrastructure Locating Services
Recommendation	Staff is recommending a contract extension and contract increase for additional underground infrastructure locating services to Peninsula Video & Sound Inc., in the total amount of \$15,000 (exclusive of HST).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>The current contract was awarded in the amount of \$25,000 (exclusive of HST), for 2022.</p> <p>The contract increase of \$15,000 (exclusive of HST) is for further anticipated costs until September 30, 2022. There was an amendment regarding Ontario One Call (Bill 93 Legislation), on April 14, 2022. The contract extension will allow staff time to prepare revised specifications based on the amendment. Once these specifications have been finalized, a new bid will be issued.</p> <p>The new contract total will be in the estimated amount of \$40,000 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	3020-3740
Account Description	Infrastructure Management - Contracts
Contract Budget	\$34,560
Actual (Net of HST Rebate)	\$15,264
Variance (Note 2)	\$19,296 (F)
Funding Source	Operating

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

Note 2: Contract actuals are an estimate of the remaining work through September 30, 2022. Staff will use the remaining budget for future underground infrastructure locating services. The resulting costs will be managed by Program Area staff and reviewed with Financial Planning with any variances being reported through the Variance process.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT INCREASE**

Project Award	Fifth Line (Hwy. 401 to Derry Road) – Detailed Design
Recommendation	Staff is recommending approval to proceed with a contract increase for WSP Canada Inc. in the total amount of \$326,360 (exclusive of HST).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>The original contract awarded to WSP Canada Inc. for consulting services for the design of Fifth Line (Hwy. 401 to Derry Road) was in the total amount of \$984,750 (exclusive of HST), approved on CORS-113-08. Change orders for additional work include \$768,697 (exclusive of HST), approved on DS-013-20 and two additional change orders in the amount of \$10,814 (exclusive of HST) have been issued to-date. The current contract total is \$1,764,261 (exclusive of HST).</p> <p>This project was originally awarded under the Consultant Roster RFP #07-051. Upon completion of the EA Study, in the spring of 2015, the detailed design for Fifth Line was directed to be put on hold. During this time, Halton Region proceeded with the servicing for the Derry Green Business Park between 2015 and 2019 and the Ministry of Transportation proceeded with the replacement and widening of the Fifth Line structure at Hwy. 401. During the summer of 2018, WSP was directed to re-commence the detailed design plans for Fifth Line as detailed under DS-013-20. The contract increase of \$326,360 is for additional work for the completion of the detailed design of the first phase of Fifth Line (Hwy. 401 to south of Main Street East) and for the continued detailed design of the next phase of Fifth Line (south of Main Street East to south of Derry Road). Additional work includes additional design work associated with artesian conditions discovered at Culvert 16, watermain relocation within the intersection of Main Street and Fifth Line, additional archeological work, additional coordination with Conservation Halton, design revisions associated with continued development along the Fifth Line corridor, geotechnical work and electrical revisions related to the proposed intersection of Fifth Line and Labrador Avenue.</p> <p>As this is a multi-year design project spread multiple phases, included in the \$326,360 contract increase is \$34,776 which represents the rate adjustment for design work to be completed after January 1, 2022. This rate adjustment is in accordance with the roster procedure established in RFP #21-051. Staff have reviewed the additional fee request and have confirmed that more additional effort was required than was originally anticipated in the</p>

CORS-052-22 - Schedule D

	<p>initial award and the subsequent update for the detailed design. The above work up to December 31, 2021 was completed under the established consultant roster rates of RFP #18-051 and afterwards the established consultant roster rates of RFP #21-051. Staff have reviewed and validated the work identified and the related time requirements.</p> <p>The new contract total will be \$2,090,621 (exclusive of HST).</p>
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Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C34004011
Account Description	Fifth Line (Hwy. 401 to Main Street)
Project Total Budget	\$1,502,847
Contract Budget	\$0
Actual (Net of HST Rebate)	\$332,104
Variance	\$332,104 (U)
Funding Source	Development Charges, Project Variance Account
Additional Budget Requested	\$41,972 (Note 2)
Funding Source	Development Charges, Project Variance Account

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

Note 2: Additional budget is being requested to maintain contingency at 10%.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT INCREASE**

Project Award	Main Street East (James Snow Parkway to Fifth Line) – Detailed Design
Recommendation	Staff is recommending approval to proceed with a contract increase for WSP Canada Inc. in the total amount of \$37,943 (exclusive of HST).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>The original contract awarded to WSP Canada Inc. for consulting services for the design of Main Street East (James Snow Parkway to Fifth Line) was in the total amount of \$338,900 (exclusive of HST), approved on CORS-113-08. Change orders for additional work include \$109,700 (exclusive of HST), approved on CORS-051-17 and additional change orders in the amount of \$55,648 (exclusive of HST) have been issued to-date. The current contract total is \$504,248 (exclusive of HST).</p> <p>This project was originally awarded under the Consultant Roster RFP #07-051. The contract increase of \$37,943 is for additional work for the completion of the detailed design of Main Street East from James Snow Parkway to Fifth Line including additional coordination with Conservation Halton, design revisions associated with the storm sewer due to Hydro One / Milton Hydro’s revised pole design, significant Hydro One coordination and electrical revisions related to Hydro One. Staff have reviewed the additional fee request and have confirmed that more additional effort was required than was originally anticipated in the initial award for the detailed design. The above work was completed under the established consultant roster rates of RFP #18-051. Staff have reviewed and validated the work identified and related time requirements.</p> <p>The new contract total will be \$542,191 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	C34005011
Account Description	Main Street (James Snow Parkway to Fifth Line)
Project Total Budget	\$18,787,843
Contract Budget	\$ 0
Actual (Net of HST Rebate)	\$38,611
Variance	\$38,611 (U)
Funding Source	Note 2

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

Note 2: The unfavourable variance will be managed through the reallocation of expenditure lines within the project.