



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: April 27, 2020

Report No: CORS-016-20

Subject: 2019 Purchasing Summary

Recommendation: **THAT Report CORS-016-20 be received for information.**

EXECUTIVE SUMMARY

This report is being submitted with respect to the 2019 Purchasing Activity in accordance with the reporting requirements of the Purchasing By-law (No. 061-2018).

REPORT

Discussion

Purchasing Services

As outlined in the Purchasing By-law, purchasing services staff are responsible for oversight of the Town's procurement processes, contract negotiations, dispute resolution, surplus disposal, as well as for maintaining good supplier relations. In 2019, Purchasing Services managed 289 contract awards for a total commitment of \$54,596,201. The chart below shows a breakdown of the bids by commodity type and value.

Description	Number of Awards	Value of Awards
Tender	81	\$31,151,485
Proposal	6	\$2,662,233
Consulting Services (Roster)	23	\$1,675,998
Negotiation: Contract Renewal	96	\$14,030,601
Negotiation: Single / Sole Source	25	\$1,855,612
Negotiation: Single / Sole Source - Other	2	\$134,150
Negotiation: Legacy	20	\$2,191,715
Negotiation: Low Value	23	\$194,809
Pre-Qualification	3	\$0
Emergency	10	\$699,599
Total	289	\$54,596,201



The Town continues to leverage the partnerships established through the Halton Cooperative Purchasing Group (HCPG), with 60 of the bids summarized within the above chart, worth \$6,377,815 (11.6%).

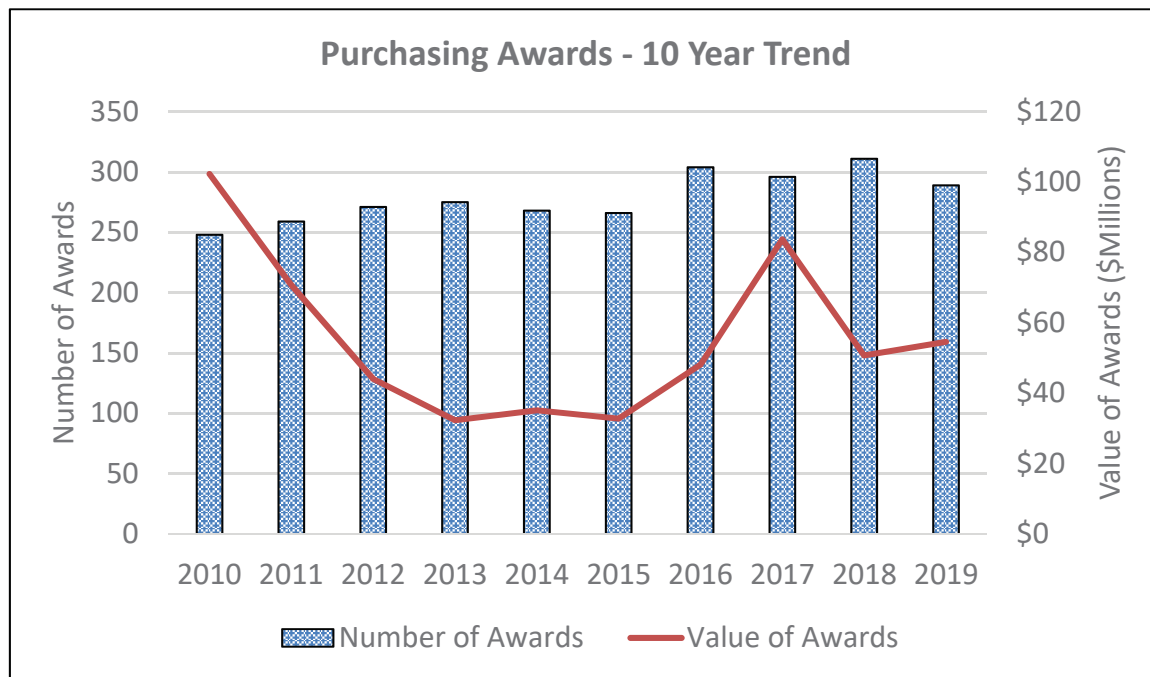
Details with respect to the 288 awards are provided in Schedule A. The Town also posts procurement results online on the Town’s website on an ongoing basis.

In addition to the awards summarized above, the Town also acquires goods and services through:

1. decentralized direct purchases made by program areas (i.e. under \$25,000);
2. processes related to the exempt items identified in Section 20 of the Purchasing By-law (example: utilities, legal costs, training, etc.); as well as
3. change orders to existing awards.

Such items are still subject to the availability of approved budgets and related signing authorities. The cost of these goods and services is reflected in the quarterly and annual financial variance reporting.

The total awards representing \$54,596,201 made in 2019 resulted in an 8% increase over 2018.





Key achievements in Purchasing in 2019 include:

1. Implementation of Phase 2 of the Construction Act reform, including revising the construction documents; and
2. Implementation of the Consulting Roster process.

Purchasing Services also oversees the asset recovery processes for assets that have been declared surplus (excluding land). The Town utilizes formal auctions in order to derive the highest value. During 2019, ten (10) pieces of equipment and three (3) lots of miscellaneous assets were declared surplus and disposed of, resulting in \$236,770 in gross revenue for the town. Details with respect to these disposals are provided in Schedule B.

The Town continued to implement its Certificate of Recognition (COR™) program as initially outlined in report CORS-013-18. The Town awarded six (6) contracts to COR™ certified contractors in 2019. Notable bids requiring certification requirements for the bidders included the construction of Fire Station No. 5 and Halton Paramedic Station No. 17 and various infrastructure projects such as the reconstruction of Louis St. Laurent and the 2019 Bridge Rehabilitation Program. As of January 1, 2020, the Town has implemented phase 3 of the COR™ program by adjusting the requirement from projects with budgets over \$5,000,000 to projects with budgets over \$500,000.

During 2019, 100% of bids were posted and awarded electronically through the usage of the e-bidding platform. For tenders, the average number of responses per bid was 6.9, which is higher than the municipal average of 4.7 reported by the Municipal Benchmarking Network of Canada.

Financial Impact

The purchasing methodologies used for the acquisition of the goods and services identified in this annual report are important in achieving the Town's goal of obtaining best value for the procurement of goods/services/construction/consulting, while ensuring fairness, objectivity, accountability and transparency.

Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

For questions, please contact: Leslie Williamson, CSCMP 905-878-7252 ext.2138

Attachments

Schedule A - Summary of 2019 Contract Awards
Schedule B - Asset Recovery Summary



The Corporation of the Town of Milton

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CAO Approval
Andrew M. Siltala
Chief Administrative Officer

**Schedule A
2019 Purchasing Activity**

DEPARTMENT	BID NO.	TYPE	DESCRIPTION	SUPPLIER	AWARD AMOUNT (net of HST rebate)	REPORT NO.
TENDER						
ENG SER - F	095	T	Fleet Maintenance Services - Tender	1) Truck Town Service 2) Hunt Chrysler	\$ 59,000.00	N/A
CORP SER - IT	202	T	Communications Cabling Systems (Various Sites) (Prequalified List)	Activo Inc. & Viridian Automation	\$ 48,686.00	N/A
COM SER - F	540	T	Sherwood CC - Fitness Equipment	Advantage Fitness Sales Inc.	\$ 20,724.31	N/A
ENG SER - O	056	T	Road Side Grass Cutting (Rural)	Aerodrome Int'l Maintenance	\$ 25,767.00	N/A
FIRE		T	Self-Contained Breathing Apparatus (SCBA)	A.J. Stone	\$ 798,284.00	CORS-064-19
CORP SER - CORP	336	T	Bonded Courier & Related Revenue Services (079)	AMK Transport	\$ 38,821.44	N/A
COM SER - F	524	T	Interior & Exterior Renovations at the Milton Innovation Centre	Anacond Contracting Inc.	\$ 476,870.00	PDA-032-19
COM SER - F	528	T	Asphalt Shingle Roof Replacement – Nassagaweya Community Centre and Brookville Yard Salt Dome	Apply Contracting	\$ 97,486.08	N/A
ENG SER - I	097	T	Asphalt Overlay (Construction)	Associated Paving & Materials	\$ 3,274,058.00	CORS-021-19
COM SER - F	539	T	Sherwood CC - Pool Equipment	Aquam	\$ 42,266.91	PDA-050-19
COM SER - F	020	T	Pool Chemicals & Bulk Chlorine	Aquatech	\$ 27,938.51	N/A
COM SER - FC	500	T	Halton Paramedic Stn 17 & Fire Station No. 5 - New Build	Aquicon Construction	\$ 6,145,286.00	CORS-021-19
COM SER - F	535	T	Sherwood CC - Concession Equipment	Avondale Restaurant Equipment	\$ 82,965.00	PDA-049-19
ENG SER - O	063	T	Operator & Truck Snow Removal Services	Blue Chip - 2 Tandems Blue Chip - 5 Single Axles	\$ 243,964.51	PDA-042-19
ENG SER - F	505	T	1/2 Ton Regular Cab Pick Up	Blue Mountain Chrysler	\$ 41,078.48	N/A
ENG SER - F	506	T	Crew Cab Pick Up with Landscape Dump Body	Blue Mountain Chrysler	\$ 73,880.00	PDA-016-19
ENG SER - O	546	T	One Ton Truck with Chipper Dump Body	Blue Mountain Chrysler	\$ 103,558.00	PDA-055-19
COM SER - F	068	T	REVENUE - Digital Media Services	Boardview Advertising Inc.	\$ 3,000.00	N/A
ENG SER - I	525	T	2019 Bridge Rehabilitation Program	Bronte Construction	\$ 369,206.00	PDA-033-19
ENG SER - I	531	T	High Point Pond Clean Out	Bronte Construction	\$ 354,199.00	PDA-039-19
ENG SER - O	109	T	Grass Cutting, Landscaping & Grounds Maint.Services -Area 10	Burloak Landscaping	\$ 8,434.00	N/A
ENG SER - F	527	T	Stump Grinder	Cardinal Distribution	\$ 94,910.01	N/A
COM SER - F	088	T	Water Treatment Services	Chem-Aqua Canada	\$ 13,262.00	N/A
ENG SER - O	062	T	Rural Road Segment Tree Removals	Diamond Tree	\$ 579,966.85	PDA-014-19
COM SER - F	548	T	Refrigeration Equipment Replacement - MSC & Memorial Arena	Drennan Refrigeration	\$ 156,710.00	PDA-056-19
ENG SER - I	086	T	Traffic Signal Maintenance & Streetlight Maintenance	Ducon Utilities	\$ 503,814.00	PDA-037-19
ENG SER - F	507	T	(3) 3/4 Ton Diesel Pick Ups	Eastcourt Ford Lincoln	\$ 147,096.00	PDA-018-19
ENG SER - O	547	T	Combi Compact Roller	Enduraquip Inc.	\$ 76,813.54	N/A
COM SER - FO	251	T	Dome installation/removal	Farley Group	\$ 245,649.00	PDA-012-19
COM SER - F	545	T	Replacement of Windows & Doors at Nassagaweya CC (re-issued bid)	First Canadian Aluminum	\$ 33,255.17	N/A
ENG SER - O	252	T	Storm Sceptor / Oil Grit Separator	Flo Kleen	\$ 51,632.00	N/A
ENG SER - I	050	T	Expanded Asphalt Program (Construction)	Four Seasons Site Development	\$ 1,306,157.78	CORS-021-19
ENG SER - I	504	T	Louis St. Laurent (Yates to Fourth Line) Road Reconstruction	Four Seasons Site Development	\$ 7,539,721.00	PDA-010-19
ENG SER - O	534	T	Fertilizer Spreader	Galer Farm Equipment	\$ 30,459.16	N/A
ENG SER - I	522	T	First Line (Britannia Rd to Lowerbase Line)	Gazzola Paving Ltd.	\$ 1,078,565.00	PDA-036-19 (CORS-049-19)
CORP SER - IT	515	T	Blade Server Expansion	Gibraltar Solutions	\$ 46,535.00	PDA-011-19
CORP SER - IT	537	T	Load Balancer Upgrade	Gibraltar Solutions	\$ 126,269.00	PDA-044-19
ENG SER - I	514	T	Bell School Line (Derry to Britannia)	Graham Bros. Construction	\$ 1,188,749.00	CORS-036-19
ENG SER - F	508	T	Zero Radius Mower	Green Tractors Halton	\$ 45,690.00	PDA-017-19
ENG SER - F	517	T	Tractor Attachment - Top Dresser	Green Tractors Halton	\$ 49,455.00	PDA-034-19
ENG SER - O	163	T	Ash Tree Injection Program	GreenLawn Ltd/Trugreen	\$ 26,050.56	PDA-028-19
ENG SER - O	278	T	Sports Field Maintenance Program	GreenLawn Ltd/Trugreen	\$ 20,694.97	N/A
ENG SER - I	530	T	Reid Side Road Culvert Replacement	Greenspace Construction	\$ 234,337.00	PDA-041-19
EXE SER - COM	520	T	Supply & Install of Brite Sign Equipment	Harris Time Inc.	\$ 22,618.20	N/A
COM SER - F	106	T	Electrical Services (Facilities & Operations)	Holley Electric	\$ 198,276.00	PDA-056-18
ENG SER - F	512	T	Regular Cab Truck with Garbage Packer	Hunt Chrysler Ltd.	\$ 107,146.00	PDA-027-19
ENG SER - O	544	T	Playground Van	Hunt Chrysler Ltd.	\$ 54,837.61	N/A
COM SER - F	542	T	Sherwood CC - Pool Climbing Wall	Impact Climbing	\$ 62,350.00	PDA-053-19
COM SER - F	313	T	Furniture - Workstations (Original bid file 08-313A)	Inscape	\$ 104,389.00	CORS-015-16
COM SER - F	105	T	Plumbing Services (Facilities & Operations)	J. Currie Plumbing	\$ 112,932.00	PDA-035-18
ENG SER - O	026	T	Routing and Sealing of Roadway Cracks	J. Di Iorio Construction	\$ 87,500.00	PDA-009-19
ENG SER - F	526	T	Road Widener	Johnstone Brothers	\$ 168,718.00	PDA-045-19
COM SER - P	511	T	Sam Sherrat Park Construction	Latitude 67	\$ 524,289.00	PDA-019-19
ENG SER - O	159	T	Bus Stop and Bus Shelter Snow Clearing	Marquee Landscapes & Forestell	\$ 60,407.79	PDA-052-19
COM SER - F	538	T	25 Brown Street	Maxx North America Group	\$ 311,052.00	PDA-046-19
ENG SER - F	518	T	Wheeled Screener	McCloskey International	\$ 121,094.00	PDA-030-19
COM SER - F	193	T	Zody and Loon Chairs	McGowan Office Interiors	\$ 24,243.00	N/A
COM SER - P	509	T	Ford Neighbourhood Park Construction	Melfer Construction	\$ 1,518,060.00	CORS-024-19
ENG SER - O	533	T	Asphalt Pathways Repairs	Melrose Paving Co.	\$ 49,291.73	N/A
FIRE	192	T	Communications Equip (Radio Trunking) Installation & Repairs (see 046)	Motorola	\$ 61,246.00	N/A
ENG SER - F	029	T	Automotive & Light Truck Parts	NAPA Auto Parts	\$ 40,450.00	N/A

**Schedule A
2019 Purchasing Activity**

DEPARTMENT	BID NO.	TYPE	DESCRIPTION	SUPPLIER	AWARD AMOUNT (net of HST rebate)	REPORT NO.
ENG SER - O	062	T	Various Tree Services	Part 1 - Quality Tree Part 2 - Maple Hill Part 3 - Quality Tree	\$ 338,902.00	PDA-025-19
ENG SER - O	233	T	Tree Planting Program	Part 1-Royal Oak Part 2-Nu Roots	\$ 289,426.00	PDA-004-19
COM SER - RP	302	T	Cardio Weight Equipment for Leisure Centre	Part A - Cardio = Advantage Part B - Strength = National Fitness	\$ 14,855.00	N/A
ENG SER - O	269	T	Hot-in-place Asphalt Repairs	Paveseal Limited	\$ 42,078.00	PDA-043-19
ENG SER - O	076	T	Sidewalk Reconstruction	Pencon Construction	\$ 164,229.00	PDA-002-19
COM SER - F	011	T	Electrical Lamps & Products	Powertrade Electric Ltd.	\$ 19,093.00	N/A
CORP SER - IT	529	T	Plotter Printers	Printers Plus	\$ 35,250.00	PDA-040-19
COM SER - F	188	T	Pest Control Services	Professional PCO Services Inc	\$ 5,637.00	N/A
COM SER - F	187	T	Locksmith Services	Royal Security Solution Inc.	\$ 12,600.00	N/A
COM SER - F	516	T	MLC Slide Staircase Repair	Seaforth Building Group	\$ 49,855.00	PDA-031-19
COM SER - RP	162	T	Milton Street Festival Production Manager	Sherwood Systems	\$ 24,850.00	N/A
COM SER - P	073	T	Parks and Operations Signage Program - Supply Only	Spectra Advertising	\$ 8,020.11	PDA-026-19
COM SER - FC	510	T	Leisure Centre & MEV Mechanical Equipment Replacement	Superior Boilerworks	\$ 236,176.00	PDA-008-19
CORP SER - P&R	009	T	Propane	Superior Propane	\$ 364.00	N/A
ENG SER - O	040	T	Guide Rail Repairs	Town & Country Fencing	\$ 24,534.00	N/A
CORP SER - T	078	T	Armored Courier Services	Valguard	\$ 13,603.00	N/A
COM SER - F	219	T	Uninterrupted Alarm Monitoring and Maintenance Services	Veridin System Canada	\$ 33,097.00	N/A
COM SER - F	536	T	Sherwood CC - Floor Scrubbers	Wood Wyant & Dominion Equipment	\$ 63,310.01	N/A
ENG SER - O	023	T	Pavement Line Marking	Woodbine Pavement Markings Ltd	\$ 207,788.00	PDA-006-19
CORP SER - CORP	016	T	Envelopes	Canadian Printing Resources	\$ 7,652.00	N/A
Subtotal	81				\$ 31,151,484.72	
PROPOSAL						
ENG SER - D	521	P	Stormwater Infrastructure Conditions Assessment Study	Aecom Canada	\$ 168,576.00	PDA-023-19
EXE SER - COM	061	P	Printing (General Office)	Artista Design	\$ 123,600.00	CORS-028-19
ENG SER - T	523	P	Joint Procurement Transit Buses - Conventional and Mini buses	Creative Carriage & Nova Bus	\$ 1,758,646.00	CORS-017-19
CORP SER - C	323	P	Parking Enforcement Services	Garda Canada Security	\$ 105,262.00	CORS-021-19
COM SER - P	165	P	Design, Supply and Installation of Playground Equipment	Kompan, Openspace Solutions, Park N Play, Play Power	\$ 363,594.17	N/A
CORP SER - P&R	135	P	Janitorial Supplies	Wood Wyant	\$ 142,554.57	PDA-055-19
Subtotal	6				\$ 2,662,232.74	
ROSTER CONSULTING SERVICES						
ENG SER - D	049	CON	Consulting Services - Peer Reviews	Amec, Associated Eng/GM Blue Plan/JL Richards	\$ 50,000.00	CORS-006-17
COM SER - A	333	CON	Service Delivery Review of Community Services and Operations	Blackline	\$ 142,108.00	PDA-CRAN-19-333-01
COM SER - F	051	CON	Consulting Services - Roof Replacements (Nassagaweya and Brookville)	Building Exterior Consultants	\$ 15,010.00	PDA-CRAN-19-051-08
COM SER - F	051	CON	Consulting Services - Fire Station No. 4 Parking Lot and Exterior Improvements	Chisholm, Fleming & Associates	\$ 80,736.00	PDA-CRAN-19-051-11
ENG SER - I	051	CON	Consulting Services - 2020 Expanded Asphalt	CIMA Canada	\$ 181,257.45	PDA-CRAN-19-051-06
ENG SER - I	051	CON	Consulting Services - Jasper Street Reconstruction	CIMA Canada	\$ 68,457.00	PDA-CRAN-19-051-17
COM SER - F	051	CON	Consulting Services - Refrigeration Equipment (Various Sites)	CK Engineering	\$ 24,162.91	PDA-CRAN-19-051-09
ENG SER - D	049	CON	Consulting Services - Peer Review (Ecology)	Dougan & Associates	\$ 4,677.00	N/A
ENG SER - I	051	CON	Consulting Services - Bronte Street and Commercial Street Rehabilitation	GM BluePlan Engineering	\$ 174,702.00	PDA-CRAN-051-02
ENG SER - I	051	CON	Consulting Services - Municipal Structures Inventory / Bridge Needs Study	GM BluePlan Engineering	\$ 57,266.00	PDA-CRAN-19-051-10
ENG SER - I	051	CON	Consulting Services - 6th Line Nassagaweya Culvert Replacement	GM BluePlan Engineering	\$ 67,976.00	PDA-CRAN-19-051-15
ENG SER - I	051	CON	Consulting Services - 2020 Bridge / Culvert Rehabilitation Program	GM BluePlan Engineering	\$ 60,099.46	PDA-CRAN-19-051-16
COM SER - P	051	CON	Consulting Services - Bronson Park Village Square	Landscape Planning	\$ 26,586.00	PDA-CRAN-19-051-12
COM SER - P	051	CON	Consulting Services - Redevelopment of Moffatt Park	MBTW Group	\$ 39,467.62	PDA-CRAN-19-051-07
COM SER - P	051	CON	Consulting Services - Centre Park Redevelopment	NAK Design	\$ 23,107.15	PDA-CRAN-051-03
COM SER - P	051	CON	Consulting Services - Court Park Redevelopment	NAK Design	\$ 23,107.15	PDA-CRAN-19-051-04

**Schedule A
2019 Purchasing Activity**

DEPARTMENT	BID NO.	TYPE	DESCRIPTION	SUPPLIER	AWARD AMOUNT (net of HST rebate)	REPORT NO.
COM SER - F	051	CON	Consulting Services - 555 MEV Exterior and Interior Renovations	The Ventin Group	\$ 69,181.54	PDA-CRAN-19-051-05
ENG SER - I	051	CON	Consulting Services - Boyne Active Transportation Link	Wood Environment & Infrastructure Solutions	\$ 188,736.00	PDA-CRAN-051-01
COM SER - F	051	CON	Consulting Services - Asphalt Overlay	Wood Environment & Infrastructure Solutions	\$ 208,514.19	PDA-CRAN-19-051-14
ENG SER - D	051	CON	Consulting Services - Floodplain Mapping Study	Wood Environment & Infrastructure Solutions	\$ 25,367.00	PDA-CRAN-19-051-18
ENG SER - I	051	CON	Consulting Services - 2020 Crack Sealing Program	Wood Environment & Infrastructure Solutions	\$ 23,079.16	PDA-CRAN-19-051-19
ENG SER - D	288	CON	Environmental Monitoring Boyne Survey-3 years + addl 3 years + 4 yrs	Wood Environment & Infrastructure Solutions	\$ 42,984.00	CORS-060-18
COM SER - F	051	CON	Consulting Services - 25 Brown Street Demolition and Interim Parking Lot	WSP Canada Group Limited	\$ 79,416.00	PDA-CRAN-19-051-13
Subtotal		23			\$ 1,675,997.63	
NEGOTIATION (CONTRACT RENEWAL)						
ENG SER - O	295	R	Spray Pad Maintenance Services	ABC Recreation	\$ 22,892.00	N/A
CORP SER - CORP	079	R	Internal Mail Distribution Services	AD Enterprises = Al DairouAl Bell (name changed)	\$ 29,013.00	N/A
COM SER - RP	090	R	Fitness Equipment Maintenance	Advantage Fitness Sales Inc.	\$ 17,470.00	N/A
CORP SER - CORP	015	R	Industrial Clothing - Hi Visibility (Traffic) Wear	AGO - Hi-Viz, MWW-Industrial, Corporate (Mark's Warehouse)	\$ 47,116.00	N/A
ENG SER - O	211	R	Turf Fertilizer	Alliance Agri-Turf Inc.	\$ 79,728.00	N/A
ENG SER - O	012	R	Street/Road Sweeping & Flushing	Almon Equipment	\$ 10,000.00	N/A
ENG SER - O	025	R	Culvert Pipe & Couplers	Armtec	\$ 28,800.00	N/A
ENG SER - O	241	R	Passive Weed Program - Application of Overseeding, Fertilization & Aeration	Bam Bam Construction	\$ 191,913.00	PDA-030-18
COM SER - F	175	R	Concession Confectionary Products (Confectionary Items)	Beech Brothers	\$ 44,000.00	N/A
ENG SER - F	010	R	Oils & Lubricants	Big Red Oil	\$ 17,800.00	N/A
ENG SER - O	077	R	Emergency Winter Equipment (For Snow Removal/Haulage)	Blue Chip	\$ 52,489.00	N/A
ENG SER - O	114	R	Sidewalk Snow Clearing	Blue Chip Bulding Restoration	\$ 223,333.00	CORS-061-19
ENG SER - O	063	R	Operator & Truck Snow Removal - Renewals	Blue Chip, Wendover, NRG	\$ 1,101,440.00	CORS-061-19
LIBRAPA	032	R	Libray Consumables	BroDart	\$ 2,330.00	N/A
ENG SER - O	109	R	Grass Cutting, Landscaping & Grounds Maint.Services -Area 10	Burloak Landscaping	\$ 102,503.00	PDA-045-18
CORP SER - P&R	007	R	Gasoline/Diesel Fuels	Canada Clean Fuel	\$ 456,903.00	PDA-051-19
ENG SER - O	039	R	Portable Toilets	Chantler's Environmental	\$ 25,665.00	N/A
ENG SER - I	058	R	Traffic Consulting Services	CIMA Canada	\$ 22,622.00	N/A
COM SER - F	065	R	Amonia Servicing (Arena Refrigeration Mtce)	CIMCO Refrigeration	\$ 3,652.00	N/A
COM SER - F	102	R	Painting Services	CIP Services	\$ 23,278.00	N/A
COM SER - F	043	R	Sanitary Disposal Systems	Citron Hygiene LP	\$ 12,901.00	N/A
ENG SER - O	307	R	Passive Weed Program - Parks Grass Cutting (6 weeks x 2 cuts/week)	Clintar & ProMow	\$ 364,556.00	CORS-024-19
FIRE	326	R	Vehicle Extrication System - original tender 17-554	Code 4 Fire & Rescue	\$ 51,928.00	N/A
ENG SER - O	019	R	Salt	Compass Minerals	\$ 1,457,218	CORS-047-17
CORP SER - F	319	R	Payment Recovery Services	Deloitte	\$ -	CORS-003-18
ENG SER - O	199	R	Brine	Den-Mar Brines Ltd.	\$ 25,000.00	N/A
CORP SER - C	334	R	Animal Licensing Services (Dog Licensing)	DocuPet	\$ 11,500.00	CORS-007-19
ENG SER - O	176	R	Sports Field Line Marking	Ecoteam Landscaping	\$ 117,470.00	PDA-015-19
ENG SER - I	287	R	Right of Way Restorations	Edgar Howden & Sons	\$ 15,000.00	N/A
ENG SER - O	190	R	Residential Driveway Snow Windrow Clearing	Extreme Landscapes & Contracting Ltd	\$ 40,094.00	N/A
CORP SER - CORP	070	R	General Hardware/Lumber requirements	Fastenal Canada	\$ 9,820.00	N/A
CORP SER - IT	080	R	Digital Orthoimaging	First Base Solutions	\$ 10,000.00	N/A
COM SER - RP	066	R	Bussing - Day Camps	FirstCanada ULC	\$ 36,000.00	N/A
ENG SER - O	017	R	Catch Basin Cleaning	Flowklean Technology	\$ 126,735.00	PDA-024-19
FIRE	213	R	Maintenance of Emergency Generators	G.A.L Power Systems Ltd.	\$ 12,475.00	N/A
COM SER - F	045	R	Containerized Pick-up & Disposal of Waste & Metal Recycling (Revenue)	GFL (Green For Life) Environmental	\$ 39,735.00	N/A
COM SER - RP	067	R	REVENUE - Travel Services - Seniors	Great Canadian Coach	\$ 2,678.00	N/A
COM SER - F	113	R	Janitorial Services - All Facilities	Green Care Janitorial Systems	\$ 42,168.00	N/A
ENG SER - O	275	R	Guard Rail & Cabling Grass Cutting	GreenTrail Landscaping	\$ 51,020.00	N/A
ENG SER - O	164	R	Engineered Wood Fibres for Playgrounds	Growers Choice	\$ 38,229.00	N/A
CORP SER - IT	262	R	Data Centre Maintenance	Heale Consulting	\$ 64,200.00	N/A
CORP SER - T	186	R	Mass Mailing Services	Innovative Response Marketing	\$ 7,783.00	N/A
ENG SER - O	082	R	Campbellville Sidewalk Snow Clearing & Campbellville Bank Parking Lot	J&J Property Services	\$ 22,256.00	N/A
ENG SER - O	273	R	Bridge Maintenance Repairs	Jarlian Construction	\$ 108,097.00	PDA-035-19

**Schedule A
2019 Purchasing Activity**

DEPARTMENT	BID NO.	TYPE	DESCRIPTION	SUPPLIER	AWARD AMOUNT (net of HST rebate)	REPORT NO.
CORP SER - P&R	055	R	Insurance and Risk Management Services	JLT Canada	\$ 626,618.00	CORS-061-16
ENG SER - O	315	R	General Road Maintenance Services & Repairs	Kirbyco General	\$ 166,876.00	PDA-007-19
ENG SER - O	018	R	Winter Sand (used for Sand/Salt mix)	Lakeview Sand & Gravel	\$ 127,266.00	PDA-062-18
LIBRAPA	312	R	Library Materials	Library Bound, Library Services Center, MCBV, Whitehots	\$ 463,245.00	LIBRARY
FIRE	316	R	Fire Helmets	M&L Supply, Fire & Safety	\$ 30,000.00	N/A
ENG SER - O	117	R	Mixing & Piling for Sand & Salt	Mann Construction	\$ 44,070.00	N/A
COM SER - F	083	R	Snow Clearing Parking Lots	Marquee Landscapes Blue Chip Pro Mow	\$ 430,084.00	PDA-045-18
ENG SER - O	110	R	Fencing/Signage install/General Repairs	Marshall Fence	\$ 91,604.00	PDA-055-18
COM SER - F	103B	R	HVAC Services (Prequalified)	Moore Environmental	\$ 71,469.00	N/A
CORP SER - CORP	044	R	JEAP (Employee Assistance Program)	Morneau Sheppell	\$ 57,761.00	N/A
ENG SER - O	027	R	Surface Treatment	MSO Construction	\$ 518,423.00	PDA-022-19
COM SER - F	052	R	REVENUE - Full Service Snack Vending Machines	Naccarrato Enterprise	\$ (5,170.00)	N/A
ENG SER - O	057	R	Heavy Equipment Rental	Nellis Construction	\$ 8,850.00	N/A
COM SER - F	189	R	Well Water Testing Facilities and Operations	Oakhill Environmental	\$ 82,457.00	N/A
COM SER - F	004	R	Mat Rental	Olympic Dust Control	\$ 20,964.00	N/A
COM SER - F	053	R	REVENUE/Supply of Cold Drinks Concessions	Pepsico	\$ 24,053.00	N/A
EXE SER - ED	094	R	Real Estate Services	Phil Prestidge, Royal LePage Meadowtowne	\$ 5,000.00	N/A
ENG SER - O	178	R	Grass Seed	Pickseed Canada	\$ 59,651.62	N/A
COM SER - F	229	R	Swimming Pool Repairs, Filter Repairs, Start Up & Shut Down	PPL Aquatic	\$ 34,523.00	N/A
ENG SER - O	253	R	Sidewalk Slicing	Precision Concrete Cutting (Also known as Safe Side Walks)	\$ 50,000.00	N/A
CORP SER - C	291	R	Integrity Commissioner	Principles Integrity	\$ 1,000.00	N/A
ENG SER - O	109	R	Grass Cutting, Landscaping & Grounds Maint.Services -Area 1, 4, 5,6	ProMow	\$ 92,556.00	CORS-024-19
ENG SER - O	109	R	Grass Cutting, Landscaping & Grounds Maint. - Area 2, 3, 7 & 8	Clintar	\$ 254,398.00	CORS-024-19
CORP SER - CORP	014	R	Courier Services	Purolator Courier	\$ 1,000.00	N/A
ENG SER - I	200	R	Traffic Counting	Pyramid Traffic	\$ 5,058.00	N/A
CORP SER - IT	002	R	Laser Toner Cartridges	QRX Technical	\$ 27,480.00	N/A
ENG SER - O	179	R	Irrigation System Maintenance	Rainforest Lighthouse Inc.	\$ 47,096.00	N/A
CORP SER - IT	091	R	Multifunction Printers -MFP Devices (Photocopiers)	Ricoh Canada	\$ 68,031.00	N/A
COM SER - F	255	R	Rooftops Repairs	Rooftops and Sheet Metal Corp	\$ 10,000.00	N/A
CORP SER - F	161	R	Banking Services	Scotiabank - Bank of Nova Scotia	\$ -	CORS-005-16
COM SER - F	175	R	Concession Food & Related Products	Section A - GFS Section B - Wonderland	\$ 44,000.00	N/A
CORP SER - CORP	033	R	Shredding	Shred-It	\$ 1,791.00	N/A
COM SER - F	107	R	Elevator Services	Southwestern Elevator	\$ 29,446.00	N/A
COM SER - F	020	R	Pool Chemicals & Bulk Chlorine	SP&S Commercial	\$ 21,867.49	N/A
ENG SER - I	204	R	Property Negotiation Services	S. Spera & Associates	\$ 97,625.00	PDA-054-19
CORP SER - CORP	001	R	Stationary Products & Related Supplies	Staples Advantage	\$ 276,768.00	CORS-006-17
COM SER - F	308	R	Global Office Furniture	Staples Business Advantage	\$ 102,680.00	N/A
CORP SER - CORP	160	R	Property Appraisal Services	Stephen Saxe, Antec Appraisal	\$ 40,000.00	BULK LIBRARY N/A
ENG SER - O	030	R	Traffic Signs - Sign Portion	Stinson & UCC	\$ 41,857.00	N/A
CORP SER - CORP	060	R	Promotional Merchandise	Talbot	\$ 2,948.00	N/A
COM SER - F	177	R	Fire Safety Maintenance	TAS Electrical, Fire & Security Inc.	\$ 24,335.00	N/A
COM SER - F	240	R	Sound System Repairs	TELK Communications	\$ 1,000.00	N/A
CORP SER - CORP	035	R	Off Site Storage	Tippet / Crown World Wide Group	\$ 13,007.00	N/A
FIRE	148	R	Fire Department Uniforms/Winter Jackets	Unisync Group - TOM Part A,B,C Martin & Levesque - HH Part A,B (C not awarded)	\$ 21,618.00	N/A
COM SER - F	182	R	Overhead Door Maintenance	Universal Door & Equipment	\$ 27,045.00	N/A
COM SER - F	006	R	Heating Fuel	UPI Energy	\$ 520.00	N/A
ENG SER - F	028	R	Snow Plow Blades & Parts	Valley Blades Ltd	\$ 19,651.00	N/A
ENG SER - O	212	R	Top Dress Sand, Soil and Screened Top Soil	Van Beeks Landscaping	\$ 46,197.00	N/A
ENG SER - F	047	R	Anti-Freeze (Windshield & Engine)	Vulsay Industries (now Safety Kleen)	\$ 1,653.00	N/A
CORP SER - CORP	037	R	Safety Supplies	Weber Supply	\$ 24,298.00	N/A
ENG SER - O	257	R	Ball Diamond Drainage Repairs	Wendover Construction	\$ 21,000.00	N/A
ENG SER - T	108	R	Transit Services	Diversified PW Transit	\$ 4,587,121.00	CORS-055-19
Subtotal		96			\$ 14,030,601.11	
NEGOTIATION (SINGLE/SOLE SOURCE)						
ENG SER - I	201	SS	Parking Ticket Processing Services	ACCEO Solutions	\$ 50,582.00	CORS-076-19
ENG SER - F	048	SS	Tires, Supply Only	Bridgestone / Michelin	\$ 47,462.00	CORS-076-19
ENG SER - O	034	SS	Hot Mix Asphalt (AC Indexed)	Capital Paving & Halton Asphalt Supply	\$ 312,298.00	CORS-036-19

**Schedule A
2019 Purchasing Activity**

DEPARTMENT	BID NO.	TYPE	DESCRIPTION	SUPPLIER	AWARD AMOUNT (net of HST rebate)	REPORT NO.
CORP SER - IT	174	SS	AVL & GPS System	Consat Canada	\$ 43,389.00	CORS-076-19
CORP SER - C	215	SS	Animal Shelter Services	City of Burlington	\$ 88,698.40	PDA-008-16
FIRE	136	SS	Truck Repairs - Fire	Darch Fire	\$ 63,289.00	CORS-076-19
ENG SER - O	013	SS	Aggregates	Dufferin Aggregates & Nelson Aggregate Co.	\$ 15,194.00	N/A
ENG SER - I	207	SS	Peak Traffic Controller	Econolite Canada	\$ 164,905.00	CORS-076-19
ENG SER - I	096	SS	Opticom Equipment (Pre-emption)	Electromega	\$ 67,050.00	CORS-076-19
ENG SER - T	242	SS	Transit Fareboxes	Garival	\$ 5,364.00	CORS-076-19
ENG SER - F	248	SS	Trackless Parts	Joe Johnson Equipment	\$ 48,636.00	CORS-076-19
ENG SER - F		SS	Trackless Tractor	Joe Johnson Equipment	\$ 133,980.00	CORS-066-19
COM SER - RP	147	SS	Swim Lesson Provider	Lifesaving Society Ontario Branch	\$ 55,188.00	CORS-076-19
COM SER - F	298	SS	PM for HVAC system at the MNCC	MESL - Moore Environmental Systems Ltd.	\$ 54,663.00	PDA-029-18
ENG SER - F	244	SS	Volvo Dump Truck Parts and Service	Sheehan's Truck Centre	\$ 85,682.00	CORS-076-19
COM SER - F	296	SS	PM for Fire, Security & Building Automation System at MNCC	Siemens Canada Ltd.	\$ 30,681.00	CORS-076-19
ENG SER - I	330	SS	Miovision Equipment	Stinson / Owl Lite	\$ 218,151.00	CORS-076-19
ENG SER - I	286	SS	Accessible Pushbuttons	Tacel Ltd.	\$ 102,260.00	CORS-076-19
ENG SER - F	246	SS	Tymco Sweeper Parts and Service	The Equipment Specialist	\$ 15,615.00	CORS-076-19
COM SER - FO	170	SS	Ticketing for the Velodrome (File 149 for FOACM included)	Tixhub Inc.	\$ 45,458.00	CORS-076-19
ENG SER - F	245	SS	Cat Loader Parts and Service	Toromont / Cat	\$ 42,824.00	CORS-076-19
COM SER - F		SS	BAS Maintenance - Milton Leisure Centre	Trane	\$ 26,205.24	CORS-021-19
ENG SER - F	250	SS	Snow Plow Parts	Viking Cives	\$ 47,554.00	CORS-076-19
ENG SER - D	328	SS	Holistic Environmental Monitoring - Derry Green Survey	Wood Environment & Infrastructure Solutions	\$ 42,983.75	CORS-076-19
ENG SER - O	173	SS	Brookville Groundwater Monitoring	WSP Canada	\$ 47,500.00	CORS-076-19
Subtotal		25			\$ 1,855,612.39	

NEGOTIATION (SINGLE/SOLE SOURCE - OTHER)

ENG SER - T		SS	APS Button Equipment	Tacel Limited	\$ 89,320.00	CORS-064-19
ENG SER - O		SS	Bridge Maintenance and Repairs	Jarlian Construction	\$ 44,830.00	PDA-035-19
Subtotal		2			\$ 134,150.00	

NEGOTIATION (LEGACY)

CORP SER - IT	258	L	Bell Agreements	Bell Canada	\$ 399,716.00	CORS-076-19
CORP SER - IT	284	L	Project Management Information System	Clarizen	\$ 23,633.00	CORS-076-19
CORP SER - IT	311	L	Networking Switches, Routers, Firewalls and Related Services	Compugen	\$ 43,114.00	CORS-076-19
CORP SER - IT	125	L	Financial System Upgrade & Projects (CMIC)	Comuter Methods	\$ 254,132.00	CORS-076-19
CORP SER - IT	121	L	Building Permit & Business License support system - AMANDA	CSDC Systems	\$ 51,354.00	CORS-076-19
CORP SER - IT	282	L	eLearning System - annual support & maintenance	D2L Corporation	\$ 15,137.00	CORS-076-19
CORP SER - IT	124	L	On-line Services Support	eSolutions	\$ 171,890.00	CORS-076-19
CORP SER - IT	122	L	GIS System	ESRI Canada	\$ 122,793.00	CORS-076-19
CORP SER - IT	119	L	Fire Dept. Management software application	FDM Software	\$ 56,054.00	CORS-076-19
CORP SER - IT	283	L	Software licensing reseller and maintenance renewal services (VMware, Citrix, Proofpoint, Commvault, Cisco)	Gibraltar Solutions	\$ 268,412.00	CORS-076-19
CORP SER - IT	126	L	Telephone System support (Introtel)	Introtel Communications	\$ 34,959.00	CORS-076-19
CORP SER - IT	128	L	Network Security/Firewall support (CheckPoint Firewall)	MNP LLP (formerly Netcyclops)	\$ 51,495.00	CORS-076-19
CORP SER - IT	137	L	Database Operating System - Oracle	Oracle Corporation	\$ 180,654.38	CORS-076-19
CORP SER - IT	120	L	Recreation application system maintenancance - PerfectMind	PerfectMind	\$ 80,800.00	CORS-076-19
CORP SER - IT	118	L	FMW Budget application software (RAC)	Public Sector Digest (RAC)	\$ 39,803.00	CORS-076-19
CORP SER - IT	139	L	Online Mapping System	Rolta Canada	\$ 15,000.00	CORS-076-19
CORP SER - IT	317	L	Software License Products and Related Services	Softchoice	\$ 214,975.00	CORS-076-19
CORP SER - IT	120	L	Recreation application system maintenancance - CLASS	The Active Network	\$ 115,073.00	CORS-076-19
CORP SER - IT	331	L	IT Service Desk Solution	TopDesk Inc.	\$ 34,585.00	CORS-076-19
CORP SER - IT	123	L	Property Tax System - Vailtech	Vailtech	\$ 18,136.00	CORS-076-19

Schedule A
2019 Purchasing Activity

DEPARTMENT	BID NO.	TYPE	DESCRIPTION	SUPPLIER	AWARD AMOUNT (net of HST rebate)	REPORT NO.
Subtotal		20			\$ 2,191,715.38	

**Schedule A
2019 Purchasing Activity**

DEPARTMENT	BID NO.	TYPE	DESCRIPTION	SUPPLIER	AWARD AMOUNT (net of HST rebate)	REPORT NO.
NEGOTIATION (LOW VALUE)						
CORP SER - IT	091	LV	Photocopiers - Maintenance Agreement for Kyocera Units	4 Office Automation	\$ 2,403.00	N/A
ENG SER - O	231	LV	Playground Equipment Custom, Components, Repairs, Replacement	ABC Recreation Henderson Recreation Play Power Lt	\$ 3,935.00	N/A
COM SER - F	222	LV	Children's Art Supplies MCA	Above Ground Art Supplies	\$ 3,000.00	N/A
CORP SER - CORP	185	LV	Local Express Courier Service (Same Day)	Apex Courier	\$ 5,000.00	N/A
EXE SER - ED	321	LV	IoT Incubator Program - MEV	Change Impetus Group	\$ 23,541.00	CORS-016-18
ENG SER - I	265	LV	Concrete Curb Cutting Driveway	Cobi Concrete	\$ 14,200.00	N/A
CORP SER - T	290	LV	Electronic Cheque Scanner	Creditron	\$ 3,758.00	N/A
ENG SER - O	274	LV	Emergency Spills Recovery (Environmental Clean Up Services)	Edgar Howden	\$ 10,000.00	N/A
CORP SER - C	314	LV	Bylaw Non-compliant Remedial Work	Edgar Howden & Sons	\$ 10,000.00	N/A
COM SER - F	218	LV	ID Card Products and Services	Groove Identification Solutions	\$ 10,000.00	N/A
COM SER - F	225	LV	Supply/Install Glass/Windows/Doors/Mirrors	Koski Glass	\$ 8,000.00	N/A
ENG SER - O	266	LV	Arborist Tree Services	MapleHill Landscaping	\$ 24,983.00	CORS-036-19
COM SER - F	223	LV	Septic Work	Mc Isaac Septic Pumping and Drain	\$ 2,842.00	N/A
COM SER - F	226	LV	Blade Sharpening	Nella Cutlery (Hamilton)	\$ 16,000.00	N/A
CORP SER - F	209	LV	Meter Rental & Maint. For Mail Machine (Initial PO 13-00075)	Neopost	\$ 7,000.00	N/A
CORP SER - P&R	301	LV	Customs Brokerage	Oakville Customs Brokerage	\$ 5,000.00	N/A
COM SER - RP	203	LV	Rental Inflatable Activity Devices for the Street Festival	Ontario Inflatables	\$ 8,543.72	N/A
COM SER - RP	335	LV	Rental Equipment for the Street Festival (tents, tables, chairs)	Ontario Inflatables	\$ 3,659.00	N/A
COM SER - F	228	LV	Safety Signs and Labels	Seton	\$ 4,000.00	N/A
ENG SER - I	256	LV	Collision Record Scanning, Input and Validation	TES information Technology LTD	\$ 12,000.00	N/A
COM SER - F	220	LV	Beer for First Ontario Centre for the Arts	The BEER Store	\$ 10,000.00	N/A
COM SER - F	227	LV	Vacuum Parts and Repairs	Vacuum Store	\$ 1,944.00	N/A
ENG SER - F	327	LV	Tires & Rims	Wyllie Webb Co. Ltd.	\$ 5,000.00	N/A
Subtotal		23			\$ 194,808.72	
PRE-QUALIFICATION						
COM SER - F	524	PQ	Pre-Qualification of General Contractors for Milton Innovation Centre Interior & Exterior Renovations	List of 10 Prequalified Contractors	\$ -	N/A
COM SER - F	543	PQ	Prequal for GCs for Various Parks	List of 6 Prequalified Contractors	\$ -	N/A
COM SER - P	501	PQ	Prequalification - Landscape General Contractors	List of 8 Prequalified Contractors	\$ -	N/A
Subtotal		3			\$ -	
EMERGENCY						
COM SER - F		E	HVAC Repairs for the Milton Sports Centre	Moore Environmental	\$ 40,661.00	CORS-021-19
COM SER - F		E	Pool Filtration System Repairs for the Milton Sports Centre	Austin Carroll Pool Construction	\$ 19,945.00	CORS-021-19
FIRE		E	Bunker Gear	PPE Solutions	\$ 34,511.90	CORS-045-19
COM SER - F		E	Bioswale Repairs for Fire Station No. 1	DeFaveri Group Contracting	\$ 125,663.45	CORS-056-19
ENG SER - O		E	Various Tree Services	Part 1 - Quality Tree Part 2 - Maple Hill Part 3 - Quality Tree	\$ 251,145.00	CORS-066-19
CORP SER - IT		E	Network and Related Switches	Compugen Technologies	\$ 69,621.00	CORS-076-19
ENG SER - O		E	Road Side Grass Cutting	Aerodrome International Maitenance	\$ 28,660.00	CORS-064-19
COM SER - F		E	Watermain Repairs for the Milton Leisure Centre	Howden & Sons	\$ 42,661.26	CORS-064-19
CORP SER - IT		E	Date Centre Maintenance Services	Heale Consulting	\$ 23,145.00	CORS-066-19
COM SER - F		E	Soccer Dome Repairs	The Farley Group	\$ 63,585.00	CORS-066-19
Subtotal		10			\$ 699,598.61	
289 TOTAL VALUE					\$ 54,596,201.30	

Schedule A
2019 Purchasing Activity - Legend of Abbreviation

Department Code

COM SER - A	Community Services - Administration
COM SER - F	Community Services - Facilities
COM SER - FC	Community Services - Facilities Capital
COM SER - FO	Community Services - Facilities Operations
COM SER - M	Community Services - Marketing
COM SER - MCA	Community Services - Milton Centre for the Art
COM SER - P	Community Services - Parks
COM SER - RP	Community Services - Recreation Programming
CORP SER - C	Corporate Services - Clerks
CORP SER - CORP	Corporate Services - Corporate
CORP SER - F	Corporate Services - Financial Planning
CORP SER - HR	Corporate Services - Human Resources
CORP SER - IT	Corporate Services - Information Technology
CORP SER - P&R	Corporate Services - Purchasing & Risk
CORP SER - T	Corporate Services - Tax
ENG SER - D	Engineering Services - Development
ENG SER - F	Engineering Services - Fleet
ENG SER - I	Engineering Services - Infrastructure
ENG SER - O	Engineering Services - Operations
ENG SER - T	Engineering Services - Transit
EXE SER - COM	Executive Services - Communications
EXE SER - ED	Executive Services - Economic Development
FIRE	Fire
LIBRARY	Library
NLR	No Longer Required
VAR	Variable
PLANNING	Planning
DBIA	Downtown Business Improvement Area
	Blank

Type

T	Tender
P	Proposal
CON	Consulting Services Roster
R	Negotiation (Contract Renewal)
SS	Negotiation (Single Source)
L	Negotiation (Legacy)
LV	Negotiation (Low Value)
PQ	Pre-Qualification
E	Emergency

**Schedule B
2019 Asset Recovery Summary**

Auction Company	Item	Department	Gross Recovery
Ritchie Bros.	2010 Toyota Highlander Hybrid Sport Utility	Fire	\$9,250.00
Ritchie Bros.	2010 Ford Expedition XLT 4x4 Sport Utility	Fire	\$5,000.00
Ritchie Bros.	2010 Ford F150 XLT Crew Cab 4x4	Fire	\$10,500.00
Ritchie Bros.	2010 Ford F150 XLT Crew Cab 4x4	Fire	\$10,500.00
Ritchie Bros.	Pace 28 FT T/A Enclosed Trailer	Fire	\$10,500.00
Ritchie Bros.	2010 Volvo VHD T/A Plow/Sander Truck	Operations	\$55,000.00
Ritchie Bros.	2010 Volvo VHD T/A Plow/Sander Truck	Operations	\$55,000.00
Ritchie Bros.	2010 Volvo VHD T/A Plow/Sander Truck	Operations	\$53,000.00
Ritchie Bros.	2019 Ford F250 XL Super Duty 4x4 Pickup	Operations	\$17,000.00
Ritchie Bros.	2010 Ford Ranger Extended Cab 4x4 Pickup	Operations	\$10,000.00
GovDeals	MSA 2216 SCBA with Bottles	Fire	\$410.00
GovDeals	SCBA Cylinders with Valves	Fire	\$100.00
GovDeals	Shimano Cycling Shoes	COMMS	\$510.00
Total			\$236,770.00