



# The Corporation of the Town of Milton

---

Report To: Council

---

From: Glen Cowan, Chief Financial Officer/Treasurer

---

Date: August 24, 2020

---

Report No: CORS-045-20

---

Subject: Purchasing Various - August

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

**THAT Council approve the contract increase to Wood Environment and Infrastructure Solutions for additional work due to changes in schedule, additional public and agency consultation and subsequent design changes relating to Appleby Line construction in the total amount of \$22,512 (exclusive of HST), as outlined on Schedule B;**

**THAT Council approve the contract increase to Wood Environmental & Infrastructure Solutions for detailed design and contract administration of Louis St. Laurent Avenue (Vickerman Way to 4<sup>th</sup> Line) in the total amount of \$158,988 (exclusive of HST), as outlined on Schedule C;**

**THAT Council approve the contract increase to Macaulay Shiomi Howson Ltd. for additional studies in the total amount of \$58,400 (exclusive of HST) as outlined on Schedule D;**

**THAT Council approve the contract increase to Compass Minerals Canada Corp. for the Supply and Delivery of Sodium Chloride (Road Salt) for a two (2) year period in the estimated annual amount of \$1,122,281 (exclusive of HST), as outlined on Schedule E;**

**THAT Council approve the proposal award to Morneau Shepell Ltd., for Employee and Family Assistance Program**



**Services (EFAP) in the estimated annual amount of \$36,190 (exclusive of HST), as outlined on Schedule F;**

**THAT Council approve the proposal award to Canada Clean Fuels Inc. for the Supply and Delivery of Gasoline and Diesel Fuel for a 6.5-year period based on an estimated annual value of \$448,048 (exclusive of HST), as outlined on Schedule G;**

**THAT the contract increase that was awarded to Boulevard Strategy Group for the Council-Staff Work Plan in the total amount of \$1,773 (exclusive of HST) be received for information as outlined on Schedule H, for information only.**

**THAT Council approve the tender award to KAPP Infrastructure Limited. for the widening of Thompson Road (Louis St. Laurent Avenue to Britannia Road) in the total amount of \$10,397,828 exclusive of HST), as outlined on Schedule I;**

**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 other required paperwork.**

## **EXECUTIVE SUMMARY**

This report is being submitted to have 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



# The Corporation of the Town of Milton

Report #:  
CORS-045-20  
Page 3 of 4

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 to I) attached.

## Financial Impact

Financial impacts are outlined in detail on the attached Schedules B through I. The resulting funding adjustments are presented on Schedule A, and result in a net overall increase in approved capital budgets of \$527,866.

Respectfully submitted,

Glen Cowan  
Chief Financial Officer/ Treasurer

For questions, please contact: Michelle Rasiulis, CSCMP, CPPB 905-878-7252, x2143

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

## Attachments

Schedule A – Summary of Changes in Project Budgets and Funding

Schedule B - Contract Increase to Wood Environmental & Infrastructure Solution  
(design of Appleby Line)

Schedule C – Contract Increase to Wood Environmental & Infrastructure Solution  
(LSL – Vickerman to 4<sup>th</sup> Line).

Schedule D - Contract Increase to Macaulay Shiomi Howson Ltd. for additional  
studies related to the Secondary Plan for the MEV

Schedule E - Contract Increase Compass Minerals Canada Corp. for Road Salt



# The Corporation of the Town of Milton

Report #:  
CORS-045-20  
Page 4 of 4

Schedule F - Proposal Award to Morneau Shepell Ltd. for Employee & Family Assistance Program

Schedule G - Proposal Award to Canada Clean Fuels Inc. for the Supply & Delivery of Gasoline and Diesel Fuel

Schedule H – Single Source to Boulevard Strategy Group for Council-Staff Work Plan

Schedule I – Tender Award for the widening of Thompson Road

CAO Approval  
Andrew M. Siltala  
Chief Administrative Officer

**Summary of Changes in Capital Project Budgets and Funding**

Schedule	B	C	D	I	Total Change in Funding Sources Increase / (Decrease)
Project Number	C35000517	C34003720	C90017012	C34002120	
Project Description	Appleby Line	Louis St. Laurent (4th Line to James Snow Parkway)	MEV Secondary Planning	Thompson Road (Britannia Road to Louis St. Laurent)	
<b>Total Approved Project Budget</b>	<b>\$ 258,340</b>	<b>\$ 5,494,082</b>	<b>\$ 1,210,811</b>	<b>\$ 12,410,740</b>	
<b>Recommended Budget Change</b>					
Project Variance Account	20,617		3,534	(65,790)	(41,638)
<b>Development Charges:</b>					
Roads DC	2,291	179,035)		592,113)	768,857)
Administration DC			31,808		31,808
<b>External Funding Sources:</b>					
Developer Recovery				1,306,554	1,306,554
<b>Total Increase/(Decrease) in Funding</b>	<b>22,908</b>	<b>179,035)</b>	<b>35,342</b>	<b>648,651</b>	<b>\$ 527,866</b>
<b>Total Revised Project Budget</b>	<b>\$ 281,248</b>	<b>\$ 5,315,047</b>	<b>\$ 1,246,153</b>	<b>\$ 13,059,391</b>	

\$ -

**COUNCIL AUTHORITY FOR CONTRACT AWARDS**

<b>Project Award</b>	Contract Increase for Wood Environment and Infrastructure Solutions for Detailed Road Design of Appleby Line
<b>Recommendation</b>	<b>Staff are recommending the contract increase to Wood Environment and Infrastructure Solutions for Detailed Road Design of Appleby Line in the total amount of \$22,512 (exclusive of HST)</b>
<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 current contract awarded to Wood for Appleby Line Design is in the total amount of \$193,084 (exclusive of HST). This contract was awarded as a result of the previous roster process. The original award was in the total amount of \$125,000 (exclusive of HST). Change orders to-date are in the total amount of \$68,084 (exclusive of HST).</p> <p>This contract increase in the total amount of \$22,512 (exclusive of HST) is for additional work due to changes in schedule, additional public and agency consultation and subsequent design changes. The additional and unanticipated costs contributing to the change order are detailed below:</p> <ul style="list-style-type: none"> <li>• Ontario Land Surveyor installation of stakes and site visits</li> <li>• Additional site visits</li> <li>• Modifications to the easement plans and design drawings per site meeting</li> <li>• Interim submission to NEC in the effort to speed up the application process</li> <li>• Additional contract management effort due to the extension of design schedule, as a result of additional public inquiries.</li> </ul> <p>The rates used are consistent with previous rates charged under this contract and the scope of work has been validated by staff.</p> <p>The new contract total will be \$ 215,596 (exclusive of HST).</p>
<b>Financial Planning Section: Budget Impact</b> (Note 1)	
<b>Account Number(s)</b>	C35000517
<b>Account Description</b>	Appleby Line
<b>Project Total Budget</b>	\$258,340
<b>Contract Budget</b>	\$ 0
<b>Actual</b> (Net of HST Rebate)	\$22,908
<b>Variance</b>	\$22,908 (U)

**Funding Source**

Project Variance Account and Development  
Charges

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

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
CONTRACT INCREASE**

<b>Project Award</b>	Contract increase for Louis St. Laurent Vickerman Way to James Snow Parkway).
<b>Recommendation</b>	<b>Staff are recommending the contract increase to Wood Environment &amp; Infrastructure Solutions for additional contract administration, inspection and material testing for Louis St. Laurent (Vickerman Way to James Snow Parkway in the total amount of \$158,988 (exclusive of HST).</b>
<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 current contract awarded to Wood Environmental &amp; Infrastructure Solutions for detailed design and contract administration of Louis St. Laurent Avenue (Vickerman Way to 4<sup>th</sup> Line) is in the total amount of \$1,364,771 (exclusive of HST). The original award was in the total amount of \$893,191 (exclusive of HST). Change orders to-date are in the total amount of \$471,580 (exclusive of HST). The detailed design portion was awarded on November 15, 2016 (PO C-16-54 R9), the contract administration portion was awarded on May 7, 2019 (change order #1 to PO C-16-54 R9).</p> <p>This contract increase in the total amount of \$158,988 (exclusive of HST) is for additional contract administration, inspection and material testing related to the extended the limits of this contract to include widening works (from Vickerman to James Snow Parkway).</p> <p>The rates used are consistent with previous rates charged under this contract and the work plan has been validated by staff.</p> <p>The new contract total will be \$1,523,759 (exclusive of HST).</p>
<b>Financial Planning Section: Budget Impact</b> (Note 1)	
<b>Account Number(s)</b>	C34003720
<b>Account Description</b>	Louis St. Laurent (4 <sup>th</sup> Line to James Snow Parkway)
<b>Project Total Budget</b>	\$ 5,494,082
<b>Contract Budget</b>	\$ 357,000
<b>Actual</b> (Net of HST Rebate)	\$ 161,786
<b>Variance</b> (Note 2)	\$ 195,214 (F)
<b>Funding Source</b>	Development Charges

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

Note 2: There is a favourable variance of approximately \$195,000 in contract admin relative to the original budget. During the budget preparation for this section staff anticipated improvement works to the intersection of James Snow Parkway and Louis



## **CORS-045-20 - Schedule C**

St. Laurent Avenue, reconstruction of the north side of the road allowance and significant landscaping in the centre median. During the detailed design stage it was determined that these works were not required resulting in a reduction to the scope of work. This resulted in overall less time and effort, which accounted for significant savings as well. Staff is requesting that \$16,179 of the favourable variance remains in the project to accommodate additional works.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
CONTRACT INCREASE**

<b>Project Award</b>	Contract Increase for Macaulay Shiomi Howson Ltd to complete a Secondary Plan for the Milton Education Village (MEV).
<b>Recommendation</b>	<b>Staff are recommending the contract increase to Macaulay Shiomi Howson Ltd. for additional studies to satisfy additional requirements requested by Halton Region in the total amount of \$58,400 (exclusive of HST).</b>
<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>Macaulay Shiomi Howson Ltd. was under an original contract with the Town to produce a Secondary Plan for the MEV and manage all of the required background studies in support of the plan in a total award amount of \$331,446 (exclusive of HST). In June of 2017, Council approved an increase to the MEV Secondary Planning capital project (C90017012) in the total amount of \$335,686 (exclusive of HST) to further the Milton Education Village Secondary Plan program and implementation strategy, for a total contract amount of \$667,132 (exclusive of HST).</p> <p>Council also approved under a different contract an extension for Amec Foster Wheeler Environment Infrastructure (now named Wood Environment and Infrastructure Limited) to update the environmental and storm water support work, in the total amount of \$109,985 (exclusive of HST).</p> <p>The Town re-initiated the planning program for the MEV in 2017 and received endorsement from Council on a land use concept. Shortly thereafter, the provincial government withdrew its funding for post-secondary education. Since that time, staff has been in close contact with both Sir Wilfrid Laurier University and Conestoga College who are now working with various partners to deliver a post-secondary presence at the MEV. Planning staff will be forwarding a finalized Secondary Plan for Council's consideration before the end of 2020. As a result of on-going technical review by Halton Region, the following additional studies are required:</p> <ol style="list-style-type: none"> <li>1. Air Quality Study - \$18,500 (exclusive of HST).</li> <li>2. Agricultural Impact Assessment - \$17,900 (exclusive of HST).</li> </ol> <p>In response to technical comments received from Regional staff the following is also required:</p> <ol style="list-style-type: none"> <li>1. Transportation Master Plan – additional modelling - \$6,000</li> </ol>

	<p>(exclusive of HST).</p> <p>2. Area Servicing Plan - technical review - \$16,000 (exclusive of HST).</p> <p>The new contract total will be \$725,532 (exclusive of HST).</p>
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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

<b>Account Number(s)</b>	C90017012
<b>Account Description</b>	MEV Secondary Planning
<b>Project Total Budget</b>	\$ 1,210,811
<b>Contract Budget</b>	\$ 0
<b>Actual</b> (Net of HST Rebate)	\$ 68,537 (Note 2)
<b>Variance</b>	\$ 68,537 (U)
<b>Funding Source</b>	Variance within project, Project Variance Account and Development Charges

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

Note 2: Funding requested also includes an additional \$8,952 (exclusive of HST) to fund a required Regional Official Plan Amendment that requests mixed-use permissions throughout the MEV as well as consideration for innovative green infrastructure in the adjacent Greenbelt.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
CONTRACT RENEWAL**

<b>Project Award</b>	Contract renewal for road salt
<b>Recommendation</b>	<b>Staff are recommending the award of the contract renewal for Road Salt to Compass Minerals Canada Corp., for a two (2) year period October 1, 2020 to September 30, 2022, in the annual estimated amount of \$1,122,281 (exclusive of taxes)</b>
<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 current contract awarded to Compass Minerals Canada Corp. for Road Salt, for the period October 1, 2017 to September 30, 2020, is in the total amount of \$2,804,757 (exclusive of HST). No change orders have been issued, on this contract.</p> <p>The original award resulted from a competitive tender process through the Halton Cooperative Purchasing Group (HCPG) contract with Milton serving as the lead agency. The contract awarded considered a 5-year term, which was comprised of the original 3-year award and 2 additional single year renewals.</p> <p>Based on the satisfactory completion of the first 3 years, terms for a renewal have been negotiated with the vendor. After three years of inflationary changes in contract pricing i.e. 2.0% per year), the pricing for the additional years reflects increases of 10% and 6% per year. These higher amounts are reflective of freight and production costs increasing more than the rate of inflation, since the bid was issued in 2017. Staff researched tendered prices by other municipalities and the proposed changes for the HCPG contract, still provided best value to the group. This contract also allows the agencies to take advantage of an early fill rate each summer, which provides savings to the annual rate.</p> <p>This contract increase is for an estimated \$2,244,562 (exclusive of HST) is for the period October 1, 2020 to September 30, 2022. The final value will be dependent on the actual quantities utilized.</p> <p>The contract total will now be in the estimated amount of \$5,049,319 (exclusive of HST).</p>

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

<b>Account Number(s)</b>	0600.0645.3740	0900.0645.3740
<b>Account Description</b>	Town Winter Control Salt Contracts	Region Winter Control Salt Contracts

**CORS-045-20 - Schedule E**

<b>Contract Budget</b>	\$605,728	\$451,710
<b>Actual</b> (Net of HST Rebate)	\$654,186 (Note 2)	\$487,847
<b>Variance</b> (Note 3)	\$(48,458)	\$(36,137)
<b>Funding Source</b>	Operating Budget	Regional Recovery (Note 3)

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

Note 2: Contract actuals are an estimate only (based on 2020 Budget and the pricing changes reflected in the renewal) and will vary with weather patterns. The resulting costs will be managed by Program Area staff and reviewed with Financial Planning with any variances being reported through the variance process.

Note 3: The cost of contracts for Regional Roads will be recovered from the Region of Halton

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
PROPOSAL AWARD**

<b>Project Award</b>	Ministry of Government and Consumer Services, Supply Chain Ontario for Vendor of Record for Employee and Family Assistance Program Services (EFAP) through Proposal No. OSS #00627750
<b>Recommendation</b>	<b>Staff are recommending the award of the proposal for Employee and Family Assistance Program Services (EFAP) to Morneau Shepell Ltd. in the total annual estimated amount of \$36,190 (exclusive of HST), for the first term for the period January 1, 2021 to July 31, 2022.</b>
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required for proposal awards over \$100,000.
<b>Background information</b>	<p>As the Halton Cooperative Purchasing Group (HCPG) approaches contract expiration (December 31, 2020), the Region of Halton (calling Agency on behalf of HCPG) explored the possibility of joining the EFAP contract through the Ontario Ministry of Government and Consumer Services, Supply Chain Ontario, Vendor of Record (VOR).</p> <p>The VOR had the option for other public sector entities, to join during the term of the contract.</p> <p>Our first year term of agreement will be pro-rated for January 1, 2021 to July 31, 2021 to be co-terminus with the Ministry VOR dates. Following this, the Town would move our contract term to August 1, 2021 to July 31, 2022 (year two). There are two options to extend; the first option is for a three (3) year extension and the second is for a two (2) year extension. If extensions are accepted, the Town of Milton's total contract term could be a potential seven (7) years.</p> <p>A formal agreement will be required, to be executed prior to start of services.</p>
<b>Purchasing Section: Bid Award Information</b>	
<b>Date bid issued</b>	July 2, 2017
<b>Advertisements</b>	Biddingo, and Bravo Solution System (Ministry Bidding Site)
<b>Closing Date</b>	October 3, 2017
<b># of Plan takers</b>	8
<b>Proposal Submissions received</b>	<p>Proposals were received from the following companies:</p> <ol style="list-style-type: none"> <li>1. ComPsych Corporation</li> <li>2. First Health Care Services of Canada Inc.</li> <li>3. Homewood Health Inc.</li> <li>4. Ministry of the Attorney General</li> <li>5. Morneau Shepell</li> <li>6. Pirji Inc.</li> </ol>

	<p>7. Silva Redigonda 8. TGT Solutions Inc.</p>
<p><b>Evaluation Criteria</b></p>	<p>The proposals were evaluated based on the following criteria:</p> <p><u>Stage 1</u> – Evaluation of Qualification Response and Mandatory Requirements.</p> <p><u>Stage 2</u> – Technical Response Evaluation, that included: Service Delivery, Program Management, Implementation, Communication, Reporting and Account Management, Experience and Qualifications.</p> <p><u>Stage 3</u> – Commercial Response Evaluation (Costs)</p> <p>Morneau Shepell Ltds. Was the highest scoring proponent and was awarded the contract.</p>

<p><b>Financial Planning Section: Budget Impact</b> (Note 1)</p>	
<p><b>Account Number(s)</b></p>	<p>2226-3109</p>
<p><b>Account Description</b></p>	<p>Human Resources Programs – Employee Assistance Program</p>
<p><b>Project Total Budget</b></p>	<p>N/A</p>
<p><b>Contract Budget</b></p>	<p>\$ 50,000</p>
<p><b>Actual</b> (Net of HST Rebate)</p>	<p>\$ 36,827</p>
<p><b>Variance</b> (Note 2)</p>	<p>\$ 13,173 (F)</p>
<p><b>Funding Source</b></p>	<p>Operating Budget</p>

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

Note 2: Contract actuals are an estimate only. 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  
PROPOSAL AWARD**

<b>Project Award</b>	Proposal Award No. 6907-19-0145 – City of Toronto Co-operative contract for Gasoline and Diesel fuel.
<b>Recommendation</b>	<b>Staff are recommending joining the City of Toronto Cooperative contract for the Supply and Delivery of Gasoline and Diesel Fuel to Canada Clean Fuels Inc. for an estimated annual value of \$448,048 (exclusive of HST), for the period October 5, 2020 to December 31, 2026.</b>
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required for proposal awards over \$100,000.
<b>Background information</b>	<p>The Town of Milton (the lead agency) on behalf of the Halton Co-operative Purchasing Group (HCPG), performed a market analysis, in preparation for a new bid, to investigation on how other municipalities purchase fuel. The various methods used are: futures market, rack plus administration fee and LAS group purchase. As a result, of the investigation, it was determined that the City of Toronto co-operative contract provided the best value, to the HCPG.</p> <p>A cost analysis based on the 2019 usage, was done and it was determined that there were savings for the group, by taking advantage of this co-operative opportunity. The potential savings for the HCPG as a whole is in the total annual estimated amount of \$309,829. exclusive of HST). The Town's portion of the savings is in the total annual estimated amount of \$14,338 (exclusive of HST) or four 4) percent, for the administration fee portion of the cost, which are over and above of the posted rack pricing.</p> <p>The City of Toronto's proposal was issued to the market in May 2019. Bids were received from:</p> <p>Canada Clean Fuels Inc. Mansfield of Canada, ULC Suncor Energy Products Partnership Refuel Canada LP</p> <p>The bids were evaluated on the following criteria:</p> <p>Stage 1 – Mandatory Submission Requirements. Stage 2 – Rated Criteria Evaluation. Stage 3 – Total Supply Cost Evaluation. Stage 4 – Concurrent Negotiations and Best And Final Offer (BAFO)</p> <p>The City of Toronto had an evaluation team with representation from eight City of Toronto departments and four other public</p>



	<p>agencies, who reviewed the bids and Canada Clean Fuels was the overall high scorer and was awarded the contract.</p> <p>The contract will cover a six and a half (6.5) year period commencing October 5, 2020 through to December 31, 2026, inclusive.</p>
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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

<b>Account Number(s)</b>	3600-4505	7800-4505
<b>Account Description</b>	Equipment Fleet Fuel	Fire Fleet Fuel
<b>Contract Budget</b>	\$409,789	\$60,735
<b>Actual</b> (Net of HST Rebate) (Note 2)	\$397,082	\$58,852
<b>Variance</b> (Note 3)	\$12,707	\$ 1,883
<b>Funding Source</b>	Operating Budget	Operating Budget

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

Note 2: Actuals is an estimate only. Fuel costs will fluctuate with the rack rate, and consumption will fluctuate based on winter conditions later in the year.

Note 3: Due to the continued volatility in fuel prices, staff recommend that the estimated variances will be reported through the Variance process.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
CONTRACT INCREASE**

<b>Project Award</b>	Contract increase to Boulevard Strategy Group for Council-Staff Work Plan.
<b>Recommendation</b>	<b>Staff are presenting the contract increase that was awarded to Boulevard Strategy Group for the Council-Staff Work Plan in the total amount of \$1,773 (exclusive of HST) for information.</b>
<b>Purpose of Report</b>	As per Section 7.2.2 of Purchasing By-law No. 061-2018, the CAO may authorize the purchase of additional Goods or Services provided that they could not reasonably have been anticipated at the time of the Award of the original Contract or the purchase of additional Goods or Services are required to prevent interruption in service delivery or to avoid incurring extra costs. An informational report shall be submitted to Council by the Manager, Purchasing and Risk Management.
<b>Background information</b>	<p>Boulevard Strategy Group was originally retained in accordance with section 6.1 of the Purchasing By-law in order to develop a Council-Staff Work Plan that aligns Council’s desires for the community with operational plans, products and services. The contract was awarded to Boulevard Strategy Group in the amount of \$24,950 (exclusive of HST).</p> <p>A contract increase of \$1,773 (exclusive of HST) for additional services was required for inclusion within the scope of the workshops and final report consideration of COVID-19 and its resulting implications on the Town’s planning process. Given the timing of the schedule workshops and final report to Council, the contract increase was awarded under CAO delegated authority to ensure the timely finalization of Council’s work plan. The revised total contract value equals \$26,722.50 (exclusive of HST).</p>

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

<b>Account Number(s)</b>	C10012815-N0250-7290
<b>Account Description</b>	Strategic Plan Implementation
<b>Project Total Budget</b>	\$153,246
<b>Contract Budget</b>	\$ 37,164
<b>Actual</b> (Net of HST Rebate)	\$ 1,804
<b>Variance</b> (Note 2)	\$ 35,360 (F)
<b>Funding Source</b>	Development Charges, Project Variance Account

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

Note 2: Staff is recommending that the favorable variance remain in the project for future use.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS  
TENDER AWARD**

<b>Project Award</b>	Tender Award No. 20-536A – Thompson Road (Louis St. Laurent Avenue to Britannia Road).
<b>Recommendation</b>	<p><b>Staff is recommending the award of the tender for the widening of Thompson Road (Louis St. Laurent Avenue to Britannia Road) in the total amount of \$10,397,828 exclusive of HST) to KAPP Infrastructure Inc., being the lowest compliant pre-qualified bid received.</b></p> <p><b>Staff is also recommending a budget increase on this project in the amount of \$130,000 for project management and traffic signal costs.</b></p>
<b>Purpose of Report</b>	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required for tender awards over \$1,000,000.
<b>Background information</b>	<p>Contractors for this tender went through the pre-qualification process where Staff qualified nine (9) of eleven (11) submissions.</p> <p>This capital project is for the construction phase of the Thompson Road widening and reconstruction between Louis St. Laurent Avenue and Britannia Road.</p> <p>Construction of this portion will include a widened cross section to four (4) lanes, including one (1) roundabout and an interim signalized intersection (which ultimately, when development proceeds on the east side of Thompson Road, will be converted to a roundabout, as per the filed EA). This award will also include sanitary works which will be recovered from developers through agreements along with a portion of the storm works.</p> <p>The award of this tender will be made once all required permits are in place (Conservation Halton, MECP approval for storm and sanitary work).</p> <p><u>Budget Amendment</u></p> <p>Staff are also requesting an additional budget increase of \$130,000 for the project for an associated increase that is expected in internal project management costs and traffic signal work.</p>
<b>Purchasing Section: Bid Award Information</b>	
<b>Date bid issued</b>	July 22, 2020
<b>Advertisements</b>	Town of Milton website
<b>Closing Date</b>	August 17, 2020
<b># of Plan takers</b>	Nine (9)

<b>List of bid submissions inclusive of HST</b>	<table> <tr><td>KAPP Infrastructure Inc</td><td align="right">\$11,749,545.54</td></tr> <tr><td>Pave-All Ltd</td><td align="right">\$12,030,102.05</td></tr> <tr><td>Graham Bros. Ltd</td><td align="right">\$12,333,839.62</td></tr> <tr><td>Fermar Paving Ltd</td><td align="right">\$12,579,483.57</td></tr> <tr><td>Capital Paving Inc</td><td align="right">\$13,333,061.46</td></tr> <tr><td>King Paving Ltd</td><td align="right">\$13,337,972.63</td></tr> <tr><td>Gazzola Paving Ltd</td><td align="right">\$13,362,250.00</td></tr> <tr><td>Dufferin Construction Inc</td><td align="right">\$13,837,192.19</td></tr> <tr><td>Coco Paving Inc</td><td align="right">\$15,105,394.92</td></tr> </table>	KAPP Infrastructure Inc	\$11,749,545.54	Pave-All Ltd	\$12,030,102.05	Graham Bros. Ltd	\$12,333,839.62	Fermar Paving Ltd	\$12,579,483.57	Capital Paving Inc	\$13,333,061.46	King Paving Ltd	\$13,337,972.63	Gazzola Paving Ltd	\$13,362,250.00	Dufferin Construction Inc	\$13,837,192.19	Coco Paving Inc	\$15,105,394.92
KAPP Infrastructure Inc	\$11,749,545.54																		
Pave-All Ltd	\$12,030,102.05																		
Graham Bros. Ltd	\$12,333,839.62																		
Fermar Paving Ltd	\$12,579,483.57																		
Capital Paving Inc	\$13,333,061.46																		
King Paving Ltd	\$13,337,972.63																		
Gazzola Paving Ltd	\$13,362,250.00																		
Dufferin Construction Inc	\$13,837,192.19																		
Coco Paving Inc	\$15,105,394.92																		
<b>Median bid value</b>	The average bid received was \$13,074,316. The bid submitted by KAPP Infrastructure is approximately 10% less than the average bid.																		
<b>COR™ Requirement</b>	<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.</p> <p><b>All nine (9) bid submissions received were from COR™ Certified pre-qualified contractors.</b></p>																		
<b>Financial Planning Section: Budget Impact</b> (Note 1)																			
<b>Account Number(s)</b>	C34002120																		
<b>Account Description</b>	Thompson Road (Britannia Road to Louis St. Laurent)																		
<b>Project Total Budget</b>	\$12,410,740																		
<b>Contract Budget</b>	\$10,062,178																		
<b>Actual</b> (Net of HST Rebate)	\$10,580,830																		
<b>Variance</b>	\$518,652 (U)																		
<b>Funding Source</b>	Developer Recovery/Development Charges/Project Variance Account																		
<b>Additional Budget Requested</b>	\$130,000 (Note 2)																		
<b>Funding Source</b>	Developer Recovery/Development Charges/Project Variance Account																		

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

Note 2: Separate from the tender award, additional budget is expected to be required with respect to project management and traffic signal works.