



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: March 25, 2024

Report No: CORS-012-24

Subject: Purchasing Various - March 2024

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

THAT Council approve the budget amendment for the rural drainage study and stormwater master plan as outlined on Schedule B.

THAT the single source award to Johnson Controls for the supply and delivery of the Metasys user interface building automation system software upgrade in the total amount of \$54,555 (excl. HST) be approved as outlined in Schedule C.

THAT the contract renewal for the joint micro paving program to Duncor Enterprises Inc. in the estimated amount of \$900,000 (excl. HST) be approved as outlined on Schedule D.

THAT the contract extension for animal licensing services to DocuPet be approved as outlined on Schedule E.

THAT the contract increase for implementation of license plate recognition (LPR) technology and programming changes within the parking enforcement software solution to ACCEO Solutions in the amount of \$225,000 (excl. HST) be approved as outlined on Schedule F.

THAT the contract increase for Fifth Line grade crossing and widening project management consulting services to Canadian Pacific Railway in the amount of \$26,850 (excl. HST) be approved as outlined on Schedule G.

THAT the contract increase for Fifth Line grade crossing and widening construction work to Canadian Pacific Railway in the amount of \$319,883 (excl. HST) be approved as outlined on Schedule H.

Report To: Council

THAT the contract increase for Bronte Street grade crossing and widening project to Canadian Pacific Railway in the amount of \$156,591 (excl. HST) be approved as outlined on Schedule I.

THAT the single source award to Town of Halton Hills, Halton Hills Fire Service for the purchase of a Motorola MCC 7500 dispatch console and accessories in the amount of \$50,000 (excl. HST) be approved as outlined on Schedule J.

THAT the single source award to Federal Engineering for consulting services to assist the Town with migration to a Next Generation 911 call handling solution in the total amount of \$112,252 (excl. HST) be approved as outlined on Schedule K.

THAT the Manager, Purchasing and Supply Chain Management be authorized to execute the contract extension, 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 item in the attached schedule. Requests are being made as per the guidelines outlined in the Purchasing By-law No. 061-2018.

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 to K) attached.

Included within this report are single source awards to each of Federal Engineering and the Town of Halton Hills for the procurement of consulting services and equipment required for the Town to be NG911 compliant within the legislated timeframe.

A single source award for the Metasys user interface building automation system software upgrade is also included in this report. The current operating system that controls the HVAC mechanical equipment is proprietary to Johnson Controls and requires an upgrade to maintain operability.

Also included is a contract renewal of the existing HCPG joint micro paving program and a contract extension of the existing animal licensing service.

Additionally, there is a contract increase of the existing system used within the Town to administer its parking enforcement program. The increase is for the implementation of license plate recognition (LPR) technology and programming changes within the parking enforcement software solution. A fully automated LPR system will create efficiencies in processes and allow quicker, more accurate and safe enforcement operations.

There are also contract increases of existing contracts with Canadian Pacific Railway (CP), related to the Fifth Line grade crossing and widening project and to the Bronte Street grade crossing and widening project. These contract increases are to account for additional services that represent final costs associated with the CP work for these projects.

Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through K, and result in no net change in the total capital program, as any variances are being managed by a reallocation of existing approved budgets either within, or between, existing capital projects.

Items within this report will also result in operating impacts. As further outlined on Schedule F, the implementation of License Plate Recognition software will result in annual operating costs of approximately \$30,500 above what was budgeted in 2024. These additional costs will be accommodated through a reallocation of spending as well as an expected reduction in the contractual cost of issuing tickets due to process efficiencies resulting from the software. The purchase of a Motorola dispatch console and accessories as outlined on Schedule J will result in annual operating impacts of \$5,000 related to contributions to reserves to support future asset replacement. Although not specifically budgeted for in 2024, it is expected that the costs can be accommodated within the overall 2024 budget.



Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

For questions, please contact: Sharon Telfer, Manager, Purchasing and Supply Chain Management Phone: Ext. 2138
Shirley Xie, Supervisor, Financial Reporting Phone: Ext. 2472

Attachments

- Schedule A – Reserve and Reserve Fund Transfers
- Schedule B – Budget Amendment Stormwater Master Plan
- Schedule C – Single Source Award Metasys building automation system upgrade
- Schedule D – Contract Renewal for Joint Micro Paving Program
- Schedule E – Contract Extension for Animal Licensing Services
- Schedule F – Contract Increase for License Plate Recognition Technology
- Schedule G – Contract Increase for Fifth Line - CP Rail
- Schedule H – Contract Increase for Fifth Line - CP Rail
- Schedule I – Contract Increase for Bronte Street - CP Rail
- Schedule J – Single Source Award for Motorola dispatch console and accessories
- Schedule K – Single Source Award for consulting services to implement NG911 call handling solution

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	B	G & H	G & H	Total Change in Funding Sources Increase / (Decrease)
Project Number	C30011824	C43000823	C34004622	C34004618	
Project Description	Rural Drainage Study	Stormwater Master Plan	Fifth Line (Hwy 401 to Derry Road)	Fifth Line (Hwy 401 to Derry Road)	
Total Approved Project Budget	\$ 311,575	\$ 602,550	\$ 20,203,693	\$ 19,403,984	
Recommended Budget Change					
Project Variance Account	(311,575)	311,575	(14,113)	35,283	21,170
Development Charges:					
Roads DC			(338,721)	317,551	(21,170)
Total Increase/(Decrease) in Funding	(311,575)	311,575	(352,834)	352,834	\$ -
Total Revised Project Budget	\$ -	\$ 914,125	\$ 19,850,859	\$ 19,756,818	

COUNCIL AUTHORITY FOR BUDGET AMENDMENT

Project Details	Budget Amendment – Rural Drainage Study and Stormwater Master Plan
Recommendation	THAT the budget for capital project C43000823 Stormwater Master Plan be increased by \$311,575 (incl. non-refundable HST) to be funded from budget in C30011824 Rural Drainage Study
Purpose of Report	As per Budget Amendment Policy No. 113 Section 4.7.2 ii Council approval is required.
Background information	<p>Capital project C43000823 – Stormwater Master Plan was approved in the 2023 budget to develop a plan to effectively manage existing stormwater infrastructure and provide recommendations for areas of improvement and accommodating future growth. Capital project C30011824 Rural Drainage Study was approved through the 2024 capital budget to complete a comprehensive drainage assessment of select rural area subdivisions. Both projects were initially funded using Town source funding.</p> <p>Given the scope in the two projects, staff are requesting that funding from the Rural Drainage Study project (C30011824) be transferred to the Stormwater Master Plan project (C43000823) in order to more efficiently manage the funds through tendering the work as one project.</p> <p>A total of \$311,575 will be transferred to capital project C43000823 from capital project C30011824. C30011824 will be closed through the 2024 June Capital Variance Report.</p> <p>The funds will continue to be used for their originally approved purposes with no change to project scope.</p>

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

Account Number	Account Description	Total Council Approved Budget	Budget Amendment Requested	Funding Source
C30011824	Rural Drainage Study	\$311,575	(\$311,575)	Project Variance Account
C43000823	Stormwater Master Plan	\$602,550	\$311,575	Project Variance Account

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
SINGLE SOURCE AWARD**

Project Award	Single Source award for the Supply and Delivery of the Metasys User Interface Building Automation System Software Upgrade
Recommendation	Staff are recommending the single source award to Johnson Controls for the supply and delivery of the Metasys user interface building automation system software upgrade in the total amount of \$54,555 (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>Johnson Controls provides and supports Building Automation Systems (BAS) at a number of facilities;</p> <ol style="list-style-type: none"> 1. Milton Town Hall 2. Milton Operations Yard 3. Milton Fire Station One (1) 4. 555 Industrial Drive 5. Sherwood Community Centre <p>The Building Automation Systems software is proprietary to Johnson Controls, and provides control over the building systems and provides building data in a usable way to increase effectiveness and lower operational costs.</p> <p>The operating system (proprietary based software) that controls the Heating, Ventilation, And Cooling (HVAC) mechanical equipment for the above five facilities no longer supports current updates, and requires an essential upgrade to bring the system up to date to maintain operability.</p> <p>The current delivery lead-time is 60 days or sooner from receipt of order. The Town intends to have the upgrade complete by the end of Q2 in 2024.</p> <p>Staff are recommending a single source award to Johnson Controls to perform this scope of work in order to update existing software.</p>
Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C58112724-N0260-7555
Account Description	Town Hall BAS Software upgrade
Project Total Budget	\$1,187,446
Contract Budget	\$55,000

Actual

\$55,515

Variance (Note 2)

\$515 (U)

Funding Source

Reallocation of line items within the project

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

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

COUNCIL AUTHORITY FOR CONTRACT AWARDS CONTRACT RENEWAL

Project Award	Contract No. 22-027 – Joint Micro Paving Program (HCPG Milton) – 3 rd Year of a Three (3) year contract												
Recommendation	Staff is recommending the contract for the Joint Micro Paving Program be renewed with Duncor Enterprises Inc. for the period April 1, 2024 to March 31, 2025 in the annual estimated amount of \$900,000 (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 original award resulted from a competitive HCPG Request for Tender No. 22-027 for Joint Micro Paving Program. The program is required to provide surface treatment for various roads in the Town. The contract was awarded to Duncor Enterprises Inc. for a possible three (3) year term, which was comprised of the original one (1) year award for the period April 15, 2022 to March 31, 2023, and had an option for two (2) additional one-year renewal terms.</p> <p>The first term of the contract was awarded in the total amount of \$830,878 (exclusive of HST) through PDA-024-22.</p> <p>The second term of the contract was renewed in the total amount of \$1,157,710 (exclusive of HST) through CORS-024-23.</p> <p>The annual amounts (exclusive of HST) incurred to date through the contract are:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Period Start</th> <th style="text-align: center;">Period End</th> <th style="text-align: center;">Blanket Amount</th> <th style="text-align: center;">Actual Spend</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Apr 15, 2022</td> <td style="text-align: center;">Mar 31, 2023</td> <td style="text-align: center;">\$830,878</td> <td style="text-align: center;">\$872,114</td> </tr> <tr> <td style="text-align: center;">Apr 1, 2023</td> <td style="text-align: center;">Mar 31, 2024</td> <td style="text-align: center;">\$1,157,710</td> <td style="text-align: center;">\$588,305*</td> </tr> </tbody> </table> <p><i>* Actual spend from Apr 1, 2023 to Feb 21, 2024. There are no scheduled work between Feb 22 and Mar 31, 2024.</i></p> <p>This contract renewal for the third and final term is requested at a total estimated amount of \$900,000 (exclusive of HST). Unit pricing from the initial and second contract terms will remain unchanged for this renewal term.</p>	Period Start	Period End	Blanket Amount	Actual Spend	Apr 15, 2022	Mar 31, 2023	\$830,878	\$872,114	Apr 1, 2023	Mar 31, 2024	\$1,157,710	\$588,305*
Period Start	Period End	Blanket Amount	Actual Spend										
Apr 15, 2022	Mar 31, 2023	\$830,878	\$872,114										
Apr 1, 2023	Mar 31, 2024	\$1,157,710	\$588,305*										
Financial Planning Section: Budget Impact (Note 1)													
Account Number(s)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">C35000822-N0611-7670</td> <td style="width: 25%;">C35000823-N0611-7670</td> <td style="width: 25%;">C35000824-N0611-7670</td> </tr> </table>	C35000822-N0611-7670	C35000823-N0611-7670	C35000824-N0611-7670									
C35000822-N0611-7670	C35000823-N0611-7670	C35000824-N0611-7670											

Schedule D

Account Description	Surface Treatment Program - Roadworks		
Project Total Budget	\$967,501	\$1,160,034	\$1,025,081
Contract Budget	\$237,603	\$94,898	\$692,502
Actual (Net of HST Rebate) (Note 2)	\$237,603	\$94,898	\$583,339
Variance (Note 3)	\$0	\$0	\$109,163
Funding Source	Project Variance Account		

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

Note 2: Contract actuals are an estimate only. Contracts against the approved budgets will be managed by the Program Area staff and will be reviewed with Financial Planning and any variances will be reported through the variance process.

Note 3: Staff has requested to keep the favorable variance in the projects for additional work that may be required for unforeseen issues.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT EXTENSION**

Project Award	Contract Extension for Animal Licensing Services
Recommendation	<p>Staff is recommending a contract extension for animal licensing services to DocuPet for a three (3) year term for the period of April 1, 2024 to March 31, 2027.</p> <p>Staff are also requesting the delegated authority to award up to two (2) one-year optional renewal terms through an internal staff award report, for up to a total five-year contract.</p>
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.
Background information	<p>On CORS-007-19 Council approved an award to DocuPet for animal licensing services.</p> <p>The animal licensing services provided by DocuPet has enabled the Town to modernize pet licensing by implementing an online process, while also increasing licensing compliance and added efficiencies.</p> <p>As a result of increased community awareness and the convenience of an online process, animal licensing compliance grew by approximately 2.9% or an average of 200 pet licenses being issued each month in the first three years of this program.</p> <p>The Town will receive 100% of pet licensing revenues, minus a monthly rate of \$998 paid to DocuPet for the administration, processing and fulfilment of pet licensing. All net revenues related to pet licensing go back to the animal services program.</p> <p>The total revenue received by the Town fluctuates each year based on the volume of licenses. In 2023 the actual net revenue the Town received was \$93,435.</p> <p>Staff are recommending an extension of the animal licensing services agreement of three (3) years, plus the option to renew for a further two (2) one-year renewal terms.</p>
Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	2322-3740
Account Description	Animal Control - Contracts
Contract Budget	\$10,417
Actual (Net of HST Rebate) (Note 2)	\$9,140
Variance (Note 2)	\$1,277 (F)

Funding Source

Operating

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

Note 2: Actual is based on a nine-month prorated amount of the monthly rate paid to DocuPet. Spending relative to the approved budgets will be reviewed with Financial Planning and any variances reported through the variance process.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT INCREASE**

Project Award	Contract Increase for ACCEO Solutions for the implementation of License Plate Recognition (LPR) Technology
Recommendation	Staff is recommending approval to proceed with a 5 year contract value increase for ACCEO Solutions in the amount of \$225,000 (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>ACCEO Solutions provides the software solution used within the Town to administer its parking enforcement program and related processes.</p> <p>Through the 2023 budget process and as recommended in Service Delivery Review Phase 2 (CORS-063-20), Council approved capital project C24012323 which provides programming enhancements and streamlined software processes within the Town's parking enforcement system, through the implementation of License Plate Recognition (LPR) technology. LPR technology utilizes vehicle-mounted cameras to take pictures of parked or stopped vehicles that are in violation of the Uniform Traffic by-law. While originally planned for implementation in 2023, Town staff worked diligently through 2023 to revisit the scope of the project and ensure the system being implemented will meet the needs of the Town and drive the benefits outlined in CORS-063-20. A fully automated LPR system will create efficiencies in processes and allow quicker, more accurate and safe enforcement operations. In addition to the implementation of LPR, there are forthcoming changes to the parking enforcement program planned for in 2024 that will result in programming changes within the parking enforcement software solution. A number of these forthcoming changes will result in one-time professional service fees/charges from the software vendor.</p> <p>Following implementation of the LPR system in year 1 (2024), the Town will enter into an additional 4 years of ongoing operational support and software maintenance costs. The estimated annual operational cost for this system in year 2 (2025) is approximately \$39,159 (exclusive of HST), which is expected to rise approximately 4% annually through to year 5 (2029). Through the 2024 budget process, \$21,000 has already been approved and set aside for the annual operating costs associated attributed to LPR.</p> <p>Council previously approved a total 2024 contract amount of \$184,860 for ACCEO Solutions through CORS-060-23 (Schedule F). As a result of the forthcoming LPR implementation and planned programming changes in 2024, staff are requesting a five year contract increase of \$225,000 (exclusive of HST) for this vendor.</p>

Financial Planning Section: Budget Impact (Note 1)		
Account Number(s)	C24012320-A0640-7140	C24012323-A0640-7140
Account Description	Mobile Parking Enforcement	Mobile Parking Enforcement
Project Total Budget	\$601,751	\$202,921
Contract Budget	\$87,633	\$196,752
Actual (Net of HST Rebate)	\$46,613	\$182,347
Variance (Note 2)	\$41,020 (F)	\$14,405 (F)
Funding Source	Project Variance Account	Project Variance Account

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

Note 2: Staff has requested to keep the favorable variance in the projects budget for additional work that may be required.

Note 3: This contract commits the Town to a five year operational expense of \$39,159 (exclusive of HST) annually. This will result in an increased operating cost of approximately \$15,476 above what was budgeted for 2024. It is anticipated that this contract increase due to the introduction of net new software licenses and subscriptions, hardware warranties and annual support can be managed within the overall IT operating budget. Spending relative to the approved budgets will be reviewed with Financial Planning and any variances reported through the variance process. Increases for year 2 (2025) and onwards will be considered in future operating budget planning.

Note 4: The LPR contract will result in a fee of \$0.50 per ticket issued, or an estimated annual cost of approximately \$15,000. Although this cost was not considered within the 2024 budget it is anticipated that it will be offset by a reduction in the contractual cost of issuing tickets due to process efficiencies associated with LPR which will be considered in the development of the 2025 and futures budgets.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT INCREASE**

Project Award	CP Project Management – Fifth Line Construction CP M29.30 Galt Subdivision
Recommendation	Staff is recommending a contract increase to Canadian Pacific Railway for project management consulting services related to the Fifth Line construction project in the total amount of \$26,850 (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 awarded to CP for Project Management Expenses is \$48,019 (exclusive of HST), awarded through PO 22-00133.</p> <p>This contract increase of \$26,850 (exclusive of HST) is for additional project management effort required to support the project. The complexity of the project required more dedicated hours from senior staff than was originally budgeted for in 2022. Additionally, the length of time CP had estimated at the onset of the project (12 months) has been increased due to project delays as a result of conflicts and coordination with other utilities.</p> <p>The new contract total will be \$74,869 (exclusive of HST).</p>
Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C34004618-A0611-7450
Account Description	Fifth Line (Hwy 401 to Derry Road)
Project Total Budget	\$19,403,984
Contract Budget	\$0
Actual (Net of HST Rebate)	\$27,323
Variance	\$27,323 (U) (Note 2)
Funding Source	Project Variance Account / Development Charges

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

Financial impact includes any non-refundable portion of HST. Contract actuals include 3% Canadian Transportation Agency overhead fee which is standard for railway works.

Note 2: Staff recommend reallocating a portion of the contingency budget from the 2022 Fifth Line (Hwy 401 – Derry Road) project to the 2018 Fifth Line (Hwy 401 – Derry Road) project. This will result in \$352,834 of savings from C34004622 being returned to the Project Variance Account and Development Charges Reserve Fund which can be used to fund this unfavourable variance. This will ensure the Town's overall funding plan is not impacted. Both funding adjustments are included on Schedule A.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT INCREASE**

Project Award	CP M29.30 GALT Fifth Line Widening
Recommendation	Staff is recommending a contract increase to Canadian Pacific Railway for additional work required for the Fifth Line Grade Crossing and Widening in the total amount of \$319,883 (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>Through PDA-070-22, subsequently reported to Council through CORS-073-22, Staff proceeded with emergency work for CPM29.30 GALT Fifth Line Widening with Canadian Pacific Railway (CP) in the amount of \$938,108 (exclusive of HST). To-date, one change order has been issued in the amount of \$261,430 (exclusive of HST), awarded through PDA-078-23 and subsequently reported back to Council through CORS-056-23. The current contract total is \$1,199,538 (exclusive of HST).</p> <p>As part of the reconstruction and widening of Fifth Line from Main Street East to Derry Road, the at-grade crossing of the Canadian Pacific Railway (CP) tracks needed to be reconstructed by CP forces to suit the new alignment and road cross section of Fifth Line. The work was started during the 2023 construction season in conjunction with the current capital construction project on Fifth Line and will be completed in 2024.</p> <p>This contract increase of \$319,883 (exclusive of HST) is to account for final costs associated with the CP works. CP has noted that some works that were required to complete the crossing were missed in the project estimation by CP. CP charges for the work are based on actuals. CP has provided the appropriate backup in support of this request.</p> <p>The new contract total will be \$1,519,421 (exclusive of HST).</p>
Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C34004618-A0611-7450
Account Description	Fifth Line (Hwy 401 – Derry Road)
Project Total Budget	\$19,403,984
Contract Budget	\$0
Actual (Net of HST Rebate)	\$325,512
Variance	\$325,512 (U) (Note 2)
Funding Source	Project Variance Account / Development Charges

Schedule H

Note 1: Financial impact includes any non-refundable portion of HST. Contract actuals include 3% Canadian Transportation Agency overhead fee which is standard for railway works.

Note 2: Staff recommend reallocating a portion of the contingency budget from the 2022 Fifth Line (Hwy 401 – Derry Road) project to the 2018 Fifth Line (Hwy 401 – Derry Road) project. This will result in \$352,834 of savings from C34004622 being returned to the Project Variance Account and Development Charges Reserve Fund which can be used to fund this unfavourable variance. This will ensure the Town's overall funding plan is not impacted. Both funding adjustments are included on Schedule A.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
CONTRACT INCREASE**

Project Award	CP M32.80 GALT Bronte Street Relocation / Widening
Recommendation	Staff is recommending a contract increase for Canadian Pacific Railway for additional work required for the Bronte Street Grade Crossing and Widening in the total amount of \$156,591 (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>Through PDA-071-22, subsequently reported to Council through CORS-073-22, Staff proceed with emergency work for CPM32.80 GALT Bronte Street Relocation / Widening with Canadian Pacific Railway (CP) in the amount of \$1,205,508 (exclusive of HST). To-date, one change order has been issued in the amount of \$277,474 (exclusive of HST, awarded through CORS-028-23). The current contract total is \$1,482,982 (exclusive of HST).</p> <p>As part of the reconstruction and widening of Bronte Street from Steeles Avenue to Main Street, the at-grade crossing of the Canadian Pacific Railway (CP) tracks needed to be reconstructed by CP forces to suit the new alignment and road cross section of Bronte Street. The work was completed during 2023 construction season in conjunction with the current capital construction project on Bronte Street.</p> <p>This contract increase of \$156,591 (exclusive of HST) is to account for final costs associated with the CP works. CP has noted that some works that were required to complete the crossing were missed in the project estimation by CP. CP charges for the work are based on actuals. CP has provided an updated the appropriate backup in support of this request.</p> <p>The new contract total will be \$1,639,573 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	C33010820-A0611-7450
Account Description	Bronte Street (Main St. to Steeles Ave)
Project Total Budget	\$28,851.226
Contract Budget	\$0
Actual (Net of HST Rebate)	\$159,347
Variance	\$159,347 (U)
Funding Source	Reallocation of line items within the project

Contract actuals include 3% Canadian Transportation Agency overhead fee which is standard for railway works.

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

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
SINGLE SOURCE AWARD**

Project Award	Single Source award for the purchase of a Motorola MCC 7500 dispatch console and accessories
Recommendation	Staff are recommending the single source award to the Town of Halton Hills, Halton Hills Fire Service for the purchase of a Motorola MCC 7500 dispatch console and accessories in the total amount of \$50,000 (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>Milton Fire Rescue Service (MFRS) is undergoing significant technological modernization to enhance its communication capabilities in order to continue to support the needs of a growing municipality and ensure Next Generation 911 (NG911) compliance by March 4, 2025 as mandated by the Canadian Radio-television and Telecommunications Commission (CRTC).</p> <p>MFRS relies on radio communication technology to support its lifesavings and emergency response operations. The Town's current radio equipment is NG911 compatible and has proven reliable and effective in supporting daily operational imperatives. To ensure MFRS can continue to meet the operational requirements of a growing municipality, an additional radio console is required.</p> <p>Halton Hills Fire Service offers a radio console that aligns with and will seamlessly integrate into the Town's current communication infrastructure. The compatibility of this console with the Town's existing equipment minimizes transition challenges, reduces operational downtime and allows for a swift implementation of an expanded communication division with MFRS.</p> <p>Due to the age and lifecycle replacement period set by the manufacturer, the MCC 7500 dispatch console has been discontinued and can no longer be acquired new. The Town requires this make and model dispatch console to ensure proper operation and integration into existing MFRS operations and technology infrastructure. Should the Town opt to not proceed with acquisition from Halton Hills, it will be required to source a comparable model from an alternate source which may present additional operational risk to the Town as the history of the equipment and its future performance capabilities may not be fully known.</p> <p>After consideration and evaluation of available options, also taking into consideration the timeliness of implementation required, it has</p>

Schedule J

	been determined that acquisition of an MCC 7500 dispatch console from a neighbouring municipality with a known history and future performance expectation best aligns to the Town's current needs.
Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C24002723-A0410-7130
Account Description	Radio Communications
Project Total Budget	\$1,155,458
Contract Budget	\$0
Actual	\$50,880
Variance (Note 2)	\$50,880 (U)
Funding Source	Reallocation of other expenditures within the project

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

Note 2: The purchase of this equipment will also result in ongoing operating expenses associated with contributions to reserves to support future asset replacement which are estimated at an annual amount of \$5,000. Although not specifically included in the 2024 budget, it is expected that these costs can be accommodated within the overall 2024 budget.

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
SINGLE SOURCE AWARD**

Project Award	Single Source award for consulting services to implement NG911 call handling solution
Recommendation	Staff are recommending the single source award to Federal Engineering for consulting services to assist the Town with migration to a Next Generation 911 call handling solution in the total amount of \$112,252 (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>Milton Fire Rescue Services (MFRS) is currently developing and implementing a Next Generation 911 (NG911) call handling solution (CHS) which is a component of the critical infrastructure required in the delivery of a NG911 compliant fire communication center by March 2025.</p> <p>Federal Engineering (FE) provides consulting services for public safety organizations and has worked across North America to assist a wide range of state, provincial and local jurisdictions plan, prepare for and successfully migrate to NG911 compliant solutions. FE was awarded 21-587 (Consultant Services to Conduct a Service Delivery & Infrastructure Review for the Provision of Fire Services Communications) via competitive process in November 2021. Subsequently, a contract increase of \$66,692 was approved via PDA-092-22 (CORS-024-23) in late 2022 as the Town begun its initial design and transition towards an NG911 compliant solution. FE has been actively and intimately involved in MFRS communications and dispatch operations, including the Town's NG911 planning, since April 2022 through their previously awarded engagement. The expertise provided by FE through 2022 and into 2023 has been instrumental in the Town's ability to successfully build its current NG911 transition plan.</p> <p>MFRS will be working collaboratively with a third party to design, implement, test and migrate the Town of Milton to a fully compliant NG911 solution that operates and integrates seamlessly with the third party's current and future infrastructure. Based on the comprehensive understanding of MFRS communication and dispatching needs, coupled with FE's familiarity of the third party infrastructure, uniquely positions FE to provide invaluable insights, expertise and guidance throughout the Town's NG911 call handling solution implementation process. Their knowledge and experience will be critical to ensuring a timely and seamless NG911 transition.</p>

Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C24002723-A0410-7290
Account Description	Radio Communications
Project Total Budget	\$1,155,458
Contract Budget	\$0
Actual	\$114,228
Variance	\$114,228 (U)
Funding Source	Reallocation of other expenditures within the project

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