



The Corporation of the Town of Milton

Report To: Council

From: Glen Cowan, Chief Financial Officer / Treasurer

Date: September 8, 2025

Report No: ES-045-25

Subject: Purchasing Various - September 8, 2025

Recommendation: THAT the proposal award for the Peer Review Roster to various vendors be approved, as outlined in Schedule A;

THAT the contract renewal and extension for the Winter Control Program to Associated Paving and Blue Chip Building Restoration for 20 units in the estimated amount of \$1,091,562 (exclusive of HST) be approved, as outlined in Schedule B;

THAT the estimated cost of \$1,078,065 (exclusive of HST) for the second year of the Winter Control Program that was awarded through tender 24-063 (22 units) to Ashland Paving, Associated Paving, Blue Chip Building Restoration and Sunrise Harvesting be received for information, as outlined in Schedule B;

THAT the contract increase for site-to-site connectivity and business internet services to Bell Canada Inc. in the total estimated amount of \$157,740 (exclusive of HST) be approved, as outlined in Schedule C;

THAT the award made under delegated authority for the Tender Award for Stormwater Management Pond Rehabilitation to Greenspace Construction Inc. in the amount of \$2,326,204 (exclusive of HST) be received for information, as outlined in Schedule D;

THAT the emergency contract award for replacement of the snow dump pit heating coil at Milton Sports Centre to DBS Mechanical in the amount of \$54,980 (exclusive of HST) be received for information, as outlined in Schedule E;

THAT the Manager, Procurement be authorized to execute the contract(s), as outlined by the purchasing by-law, and the Mayor and the Town Clerk be authorized to sign any required paperwork.

EXECUTIVE SUMMARY

This report is being submitted to obtain Council's authorization on the items in the attached schedules. 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 E) attached. Included within this report is a recommendation to award the peer review roster for a three year term. The use of the peer review roster will be in accordance with Section 6.4 of Purchasing By-law No. 061-2018. The funding for this peer review work will generally be recovered from the developer in accordance with the guidelines listed in the Town's User Fees By-Law.

Contract renewals and extensions for 20 units in relation to the 2025-2026 winter control program are being recommended in the total amount of \$1,091,562. In addition, this report presents for information the estimated value of the second year (of a five year contract) for the 22 units that were awarded via tender in 2024.

Additionally, there is a request to increase the contract for site-to-site connectivity and business internet services with Bell Canada Inc. This adjustment will enable the Town to align its three existing Bell contracts so that they all expire on February 21, 2027, allowing for a consolidated competitive procurement process for all three services.

Staff are also reporting back to council on the utilization of the delegated authority that was provided for the stormwater management pond rehabilitation award. The tender award resulted in a favourable variance with funding returned to reserve at the time the tender award was finalized. Finally, staff are reporting back to council on the emergency purchase for the replacement of the snow dump pit heating coil in rinks A & B at the Milton Sports Centre. The emergency work necessitated the timely initiation of the required work to ensure continuity of services and/or safe conditions for the public.



The Corporation of the Town of Milton

Report #:
ES-045-25
Page 3 of 4

Financial Impact

Financial impacts are outlined in detail on the attached Schedules A through E. Although no adjustments to the capital budget are recommended herein, savings of \$1,483,605 were realized through the stormwater management pond rehabilitation contract award, with funding returned to reserve at the time of tender award.

It should also be noted that the cost of the Town's winter control program will vary based on factors such as the weather conditions, with reporting to Council of actual values occurring in accordance with the Town's Budget Management Policy.

Respectfully submitted,

Glen Cowan
Chief Financial Officer / Treasurer

For questions, please contact:	Sharon Telfer, Manager, Procurement	Phone: Ext. 2138
	Shirley Xie, Supervisor, Financial Reporting	Phone: Ext. 2472

Attachments

Schedule A - Proposal Award for Peer Review Roster
Schedule B - Contract Renewal for Winter Control Program
Schedule C - Contract Increase for site-to-site connectivity and business internet
Schedule D - Reporting Back Stormwater Management Pond Rehabilitation
Schedule E - Emergency Purchase Snow Dump Pit Heating Coil at Milton Sports Centre

Approved by CAO
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands



The Corporation of the Town of Milton

Report #:
ES-045-25
Page 4 of 4

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.

COUNCIL AUTHORITY FOR CONTRACT AWARDS

PROPOSAL AWARD

Project Award	Proposal Award No. 25-049 – Professional Services Roster for Peer Review Services
Recommendation	<p>Staff are recommending the following consulting firms be added to the Roster for Peer Review Services:</p> <p><u>Discipline A - Municipal Civil Engineering:</u></p> <ul style="list-style-type: none"> • Aquafor Beech Limited • Greenland International Consulting Ltd. • HDR Corporation • Montrose Environmental Solutions Canada Inc. • Scheckenberger & Associates Ltd. • Stantec Consulting Ltd. • Tatham Engineering Limited • WSP Canada Inc. <p><u>Discipline B - Transportation Planning and Traffic Engineering:</u></p> <ul style="list-style-type: none"> • CIMA Canada Inc. • HDR Corporation • Stantec Consulting Ltd. • Tatham Engineering Limited • WSP Canada Inc. <p><u>Discipline C - Structural Engineering:</u></p> <ul style="list-style-type: none"> • HDR Corporation • Tatham Engineering Limited <p><u>Discipline D - Electrical Engineering and Street Lighting:</u></p> <ul style="list-style-type: none"> • Colm Engineering Ltd. • Tatham Engineering Limited <p><u>Discipline E - Geotechnical and Hydrogeological Engineering:</u></p> <ul style="list-style-type: none"> • Azimuth Environmental Consulting Inc. • GEMTEC Consulting Engineers and Scientists Ltd. • HDR Corporation • Montrose Environmental Solutions Canada Inc. • Stantec Consulting Ltd. • Tatham Engineering Limited <p><u>Discipline F - Environmental Engineering:</u></p> <ul style="list-style-type: none"> • Alexana Engineering Inc. • Azimuth Environmental Consulting Inc. • GEMTEC Consulting Engineers and Scientists Ltd. • Grounded Engineering Inc. • HDR Corporation • Tatham Engineering Limited

	<p><u>Discipline G - Fluvial Geomorphology:</u></p> <ul style="list-style-type: none"> • Aquafor Beech Limited • HDR Corporation • Montrose Environmental Solutions Canada Inc. • Stantec Consulting Ltd. • Water's Edge <p><u>Discipline H - Ecology:</u></p> <ul style="list-style-type: none"> • Aquafor Beech Limited • Azimuth Environmental Consulting Inc. • HDR Corporation • LGL Limited • Montrose Environmental Solutions Canada Inc. • Natural Resource Solutions Inc. • Stantec Consulting Ltd. <p><u>Discipline I - Landscape Design:</u></p> <ul style="list-style-type: none"> • Aquafor Beech Limited • GSP Group Inc. • HDR Corporation <p><u>Discipline J - Noise and Vibration:</u></p> <ul style="list-style-type: none"> • HDR Corporation • Jade Acoustics Inc. • Tatham Engineering Limited <p><u>Discipline K - Hydrologic and Hydraulic Modelling:</u></p> <ul style="list-style-type: none"> • Aquafor Beech Limited • Greenland International Consulting Ltd. • HDR Corporation • Montrose Environmental Solutions Canada Inc. • Scheckenberger & Associates Ltd. • Stantec Consulting Ltd. • WSP Canada Inc. <p><u>Discipline L - Planning Policy</u></p> <ul style="list-style-type: none"> • No Award being made in this discipline <p><u>Discipline M – Archaeology</u></p> <ul style="list-style-type: none"> • Stantec Consulting Ltd.
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required for the assignment of Bidders to a Roster.

Background information	<p>The Town undertook a Request for Proposal process to seek qualified professionals to provide Peer Review Services for a three (3) year roster. Bidders were able to submit a proposal for one or more categories.</p> <p>The use of the Peer Review Roster will be in accordance with Section 6.4 (as amended) of Purchasing By-law No. 061-2018.</p> <p>The process for selection from the consultant roster will be determined on a project by project basis. In general, the Town will provide a terms of reference to the roster consultants, and selection will be made based on a review of proposed pricing, availability and knowledge of the task. Consultants will be required to declare any conflicts of interest immediately to the Town and will not be selected for those tasks where a conflict exists.</p> <p>Contracts may be awarded on a direct award basis or through a competitive bid process. Council approval will be required for the award of any professional consulting services roster assignment over \$500,000 (exclusive of HST). At any time, the Town may issue a separate bid to the open market for any consulting services, in accordance with the guidelines of the Purchasing By-law.</p> <p>The funding for peer review work will generally be recovered from the developer in accordance with the guidelines listed in User Fees By-Law #071-2025.</p>
Purchasing Section: Bid Award Information	
Date bid issued	May 22, 2025
Advertisements	Town of Milton website
Closing Date	June 30, 2025
# of Plan takers	Twenty-Seven (27)
Proposal Submissions received	<p>Proposals were received from the following twenty-four (24) firms:</p> <ul style="list-style-type: none"> • Alexana Engineering Inc. • Aquafor Beech Limited • Azimuth Environmental Consulting Inc. • CIMA Canada Inc. • Colm Engineering Ltd. • ConceptDash Inc • CONSOR Engineers, LLC • GEMTEC Consulting Engineers and Scientists Ltd. • Greenland International Consulting Ltd. • Grounded Engineering Inc. • GSP Group Inc. • HDR Corporation

- Jade Acoustics. Inc.
- Juliao Development Solutions
- LGL Limited
- Montrose Environmental Solutions Canada Inc.
- Natural Resource Solutions Inc.
- Nethery Planning Services Inc.
- Scheckenberger & Associates Ltd.
- Stantec Consulting Ltd.
- Tatham Engineering Limited
- Terrapex Environmental Ltd.
- Water's Edge
- WSP Canada Inc.

The submissions were reviewed and scored against the evaluation criteria as stated in the RFP.

Financial Planning Section: Budget Impact (Note 1)

There is no financial impact directly from this award. The funding for peer review work will generally be recovered from the developer in accordance with the guidelines listed in User Fees By-Law #071-2025.

Projects will be awarded in accordance with Section 6.4 of the Purchasing By-law (as amended). The section currently reads as follows for awarding assignments to firms on the Professional Consulting Services Roster for Peer Review Services:

Procurement Value	Approval Authority	Award Details
Up to \$150,000	Manager, Procurement or LMT Member	The Manager, Procurement will make a Direct Award from the Roster using a PDA-CRAN Report.
Greater than \$150,000 but not exceeding \$500,000	Manager, Procurement or LMT Member	The Manager, Procurement, in consultation with the LMT Member, will request proposals from the approved firms on the Roster for that specific specialty. Award will occur via PDA-CRAN Report.
Greater than \$500,000	Council Approval	The Manager, Procurement, in consultation with the LMT Member, will request proposals from the approved firms on the Roster for that specific specialty. Award will occur via Council approval.

COUNCIL AUTHORITY FOR CONTRACT AWARDS CONTRACT RENEWALS

Project Award	Contract Renewals for the 2025/2026 Winter Control Program												
Recommendation	<p>Staff are recommending the award of the contract renewals or extensions for winter control services for a combination of various contracts for the 2025/2026 winter season, in the estimated total amount of \$1,091,562 (exclusive of HST) as noted below:</p> <table border="1"> <tr> <td>Blue Chip Building Restoration Ltd.</td><td>\$921,143</td></tr> <tr> <td>Associated Paving</td><td>\$170,419</td></tr> </table> <p>Staff are also presenting for information the values for the 2025/26 winter season that are associated with the 5-year contract award made via tender 24-063 in a total amount of \$1,078,064 (exclusive of HST):</p> <table border="1"> <tr> <td>Blue Chip Building Restoration Ltd.</td><td>\$61,700</td></tr> <tr> <td>Associated Paving</td><td>\$43,015</td></tr> <tr> <td>Ashland Paving</td><td>\$797,118</td></tr> <tr> <td>1950587 Ontario Ltd. o/a Sunrise</td><td>\$176,232</td></tr> </table>	Blue Chip Building Restoration Ltd.	\$921,143	Associated Paving	\$170,419	Blue Chip Building Restoration Ltd.	\$61,700	Associated Paving	\$43,015	Ashland Paving	\$797,118	1950587 Ontario Ltd. o/a Sunrise	\$176,232
Blue Chip Building Restoration Ltd.	\$921,143												
Associated Paving	\$170,419												
Blue Chip Building Restoration Ltd.	\$61,700												
Associated Paving	\$43,015												
Ashland Paving	\$797,118												
1950587 Ontario Ltd. o/a Sunrise	\$176,232												
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required.												
Background information	<p>The Town of Milton requires contracted equipment and operators to provide winter maintenance on both Town and Regional roads (as part of the Regional Maintenance Agreement). These contracts supplement the services provided by Town staff.</p> <p>The renewal or extension 20 units of various types of equipment (Tandems, Single Axles, Loaders and Graders) is being recommended through this report. These award relate to previously undertaken tender processes from the years 2020 to 2022. Where a previously awarded vendor has indicated an inability to continue to service the Town, the Town proceeds with securing the required units via the next low bid.</p> <p>Through this report staff are also providing for information the estimated value of the second year of the contracts that were awarded in 2024 for tender 24-063. That tender provided for a 5 year term for 22 units of equipment, with an optional 5 year renewal period.</p> <p>All of these contracts include a MTO fuel index calculation, which are reconciled monthly. The index is used by the Province and many municipalities to manage fluctuating fuel costs through the</p>												

Schedule C

	<p>term of the contract. This ensures that the contractors don't carry the risk of higher fuel costs and the Town benefits by not having to pay higher rates to cover the risk.</p> <p>The estimated cost of the contract renewals includes a combination of the standby rate and hourly call out rates. Potential future MTO fuel index changes have not been included in the estimates.</p> <p>The total estimated contract renewal amount for all forty two (42) units is \$2,169,627 (exclusive of HST) for the 2025/2026 winter season. The total overall cost increase for the contract renewals is 1.7% as per the CPI percentage change. The contract renewal amount is an estimate, the cost to be incurred will be based on the actual call out hours required during the contract term.</p>
--	--

Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	0690-0690-3740	0969-0690-3740
Account Description	Winter Control	Region Winter Control
Contract Budget (Note 2)	\$501,124	\$157,280
Actual (Net of HST Rebate) (Note 2)	\$543,122	\$119,222
Variance (Note 3)	\$41,998 (U)	\$38,058 (F)
Funding Source	Operating Budget	Regional Recovery (Note 4)

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

Note 2: Contract budget and actual reflect the estimated amount for the remaining winter months for fiscal 2025. Costs associated with fiscal 2026 will be considered in the development of the 2026 budget.

Note 3: Contract actuals are an estimate only, which will vary depending on weather conditions and will be monitored by program area staff. Any variances will be reported through the variance process.

Note 4: Winter maintenance costs for Regional Roads are recovered from the Region of Halton.

COUNCIL AUTHORITY FOR CONTRACT AWARDS CONTRACT INCREASE

Project Award	Contract Increase – Site-to-site connectivity and business internet services
Recommendation	Staff is recommending approval to proceed with a contract increase to Bell Canada Inc. for an extension of the Town's site-to-site fiber optic connectivity and business internet service agreements in the total estimated amount of \$157,740 (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 Town of Milton relies on site-to-site fiber optic communication links between its various facilities and high-speed internet connectivity to provide a robust, reliable and secure network infrastructure that supports critical Town-wide information technology services. Bell Canada currently provides site-to-site fiber optic communication links across 16 Town-owned facilities, along with connection monitoring services and dedicated business-grade internet connectivity - all of which work together to provide a robust and reliable network infrastructure that supports day-to-day digital functions across the organization.</p> <p>The Town's current contract for site-to-site fiber optic connectivity, most recently authorized under ES-038-24 (Schedule L), expires on January 20, 2026. The current contract for business internet services (also authorized under ES-038-24) expires on December 7, 2026. Managed monitoring services for the site-to-site fiber optic connectivity expires on February 21, 2027.</p> <p>Due to the related and tightly integrated nature of these three services as it pertains to connectivity across the organization, it is necessary to ensure these contract end dates are made co-terminus in order for the Town to cleanly transition over to a new service provider without any residual contractual obligations once existing contracts expire. Additionally, it is anticipated that a competitive process for a new service provider(s), along with an associated transition/implementation period will take a minimum of 8-12 months to complete. As such, the Town must extend the existing agreements with Bell Canada for site-to-site fiber connectivity by 13 months and the existing business internet services by 3 months in order to align with a February 21, 2027 end date for all services. This will provide the Town adequate time to transition to a new service provider via a competitive process in advance of this revised end date.</p> <p>The Town currently pays \$10,980 per month for site-to-site connectivity services and \$5,000 per month for business internet</p>

Schedule C

	services. A 13-month extension to the current site-to-site fiber connectivity contract and a 3-month extension to the existing business internet contract is in the estimated amount of \$157,740 (exclusive of HST). The ongoing costs for these services are funded from the annual operating budget and have been included during development of the 2026 operating budget.
Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	2216-3706
Account Description	Communications - All
Project Total Budget	N/A
Contract Budget (Note 2)	\$195,135
Actual (Net of HST Rebate) (Note 2)	\$195,135
Variance (Note 3)	\$0
Funding Source	Operating Budget

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

Note 2: Contract budget and actual represent annual funding and contract amount.

Note 3: Contract actuals are an estimate only. 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 DELEGATED AUTHORITY

Project Award	Reporting back to Council on the Delegated Authority utilized to award Tender No. 25-01-00516 for Stormwater Management Pond Rehabilitation Part A - Pond #2, Part B - Pond #4 and Part C - Pond #8
Purpose of Report	Staff are reporting back to Council for a contract award made under delegated authority through report ES-034-25.
Background information	<p>Through ES-034-25, Council approved the delegated authority for staff to proceed with the award of RFT25-01-00516 for Stormwater Management Pond Rehabilitation.</p> <p>The Town issued RFP25-01-00516 to the open market.</p> <p>Five (5) bids were received from the following firms:</p> <ul style="list-style-type: none"> • Oakridge Group Inc. • Greenspace Construction Inc. • Green Infrastructure Partners Inc. • Mianco Group Inc. • York1 Remediation LP <p>Staff utilized internal award report PDA-058-25 to proceed with the award to Greenspace Construction Inc. in the total amount of \$2,326,204 (exclusive of HST).</p>

Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	C4300125-A0821-7710 (Site Works)
Account Description	Stormwater Management Facility Rehabilitation
Project Total Budget	\$4,738,524
Contract Budget	\$3,850,750
Actual	\$2,367,145
Variance	\$1,483,605 (F)
Funding Source	Project Variance Reserve/Canada Community Building Fund

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

Note 2: Favourable variance was returned through PDA-058-25 and is therefore not included as part of Schedule A to this purchasing various report.

COUNCIL AUTHORITY FOR CONTRACT AWARDS EMERGENCY CONTRACT AWARD

Project Award	Emergency Contract Award for the replacement of the snow dump pit heating coil in rinks A & B at the Milton Sports Centre
Recommendation	<p>Staff proceeded with the contract award for the emergency repairs to 1503647 Ontario Ltd. O/A DBS Mechanical in the total amount of \$54,980 (exclusive of HST).</p> <p>This report is being received for information.</p>
Purpose of Report	As per Section 11.1 of Purchasing By-law No. 061-2018, emergency expenditures shall be reported to Council for information.
Background information	<p>On April 5, 2025, staff noticed a glycol leak in the snow dump pit. The refrigeration service vendor, CIMCO Refrigeration, was called in to investigate and concluded that the damage to the heating coil was not repairable; the coil needed to be replaced. Valves were isolated and the heating system was turned off. Without repairs, the facility's ability to maintain the snow melting system to operational standards is compromised, potentially affecting user satisfaction and facility functionality.</p> <p>The timing of this repair was important as the equipment was required to be fully functional. Program area staff proceeded with the works on an emergency basis in order to ensure continuity of Town services. DBS was selected to perform the replacement, as their reliability and short-term turnaround of supplying the new coil were necessary to return to normal ice rink operations as quickly as possible.</p>
Financial Planning Section: Budget Impact (Note 1)	
Account Number(s)	C58214824-N1634-7550
Account Description	Milton Sports Centre Facility Improvements
Contract Budget	\$0
Actual Cost	\$54,980
Variance (Note 2)	\$54,980 (U)
Funding Source	Reallocation of line items within the project.

Note 1: This project is eligible for input tax credits, therefore costs do not include HST.