



## REPORT

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**TO:** Mayor Lawlor and Members of Council

**FROM:** Matt Roj, Traffic Coordinator

**DATE:** April 20, 2023

**REPORT NO.:** TPW-2023-005

**SUBJECT:** Award of Tender 23-023 - Road Pavement Markings Program

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### RECOMMENDATION:

THAT Report No. TPW-2023-005, dated April 20, 2023, regarding the Award of Tender 23-023 - Road Pavement Markings Program, be received;

AND FURTHER THAT Almon Equipment Limited, 45 Racine Road, Toronto, Ontario, M9W 2Z4, be awarded Halton Hills portion of Request for Tender 2023-023 issued by the Town of Milton on behalf of the Halton Co-Operative Purchasing Group for a one (1) year term with the option to renew this contract for two (2) additional one-year terms based on satisfactory performance and price negotiations;

AND FURTHER THAT the Senior Manager of Purchasing and Risk Management be authorized to issue a purchase order to Almon Equipment Limited in the amount of \$416,730 (excluding HST) for a one (1) year term with the option to renew this contract for two (2) additional one-year terms, based on satisfactory performance and price negotiations;

AND FURTHER THAT \$158,831 be transferred from the Tax Rate Stabilization Reserve to the operating budget to fund the estimated shortfall in the 2023 Pavement Marking program.

## KEY POINTS:

The following are key points for consideration with respect to this report:

- The Purchasing Policy (PLCY-2023-0003) requires awards for Requests for Tenders over \$1 Million dollars including optional contract renewals be authorized by Council.
- The Purchasing Policy (PLCY-2023-0003) allows for participation in co-operative purchasing for bulk buying of goods and services.
- The Road Pavement Markings Program is funded through both Operating and various Capital projects.
- The approved Pavement Markings Operating budget for Contracted Services in 2023 is \$200,000, which primarily includes retracing using a paint truck and hand machine works.
- The estimated funding shortfall in the Operating budget for the paint truck and hand machine works is \$158,831 (including non-refundable HST) which staff are recommending be funded from the Tax Rate Stabilization Reserve.

## BACKGROUND AND DISCUSSION:

The Town of Milton, on behalf of the Halton Co-Operative Purchasing Group (HCPG) issued a tender for Road Pavement Markings. The HCPG is comprised of the four Halton municipalities (Burlington, Halton Hills, Milton and Oakville), Halton Region, Halton Regional Police, Conservation Halton, Burlington Hydro Inc., Oakville Hydro Inc., Sheridan College, the Halton District Catholic School Board, and Burlington Public Library. Request for Tender 23-023 was issued on February 24, 2023 and five (5) bid documents were downloaded. The tender closed on March 17, 2023 with four (4) submissions received. Bids were received from the following companies:

<b>Vendor Name</b>	<b>Location</b>	<b>Bid Amount* (HST excluded)</b>	<b>Bid Amount (Including Non-Refundable HST)</b>
Almon Equipment Limited	Toronto	\$416,730.00	\$424,064.45
Guild Electric Limited	Toronto	\$466,977.20	\$475,196.00
Upper Canada Road Services Incorporated	Markham	\$606,009.60	\$616,675.37
Stoneline Limited	Whitby	\$1,041,465.00	\$1,059,794.78

\*Bid amount refers to Halton Hills portion only.

The Road Pavement Markings Program includes retracing the existing pavement markings using water-based paint and the application of new pavement applications using durable paint (cold plastic or thermoplastic).

The approved operating budget for Pavement Markings in 2023 is \$200,000, which primarily includes retracing of the existing lane lines, crosswalks, turn arrows, parking

stalls and railway, “SLOW”, “Sharrows” and bike symbols using the water-based road paint.

The estimated cost for the retracing work submitted by Almon Electric Limited is \$358,831 (including non-refundable HST), which results in a projected Operating budget shortfall of \$158,831 for 2023.

The remaining works for the overall Road Pavement Markings Program, includes new pavement markings such as “Ladder Style” crosswalks, Pedestrian Crossovers crosswalks, yield lines, “No Parking” symbols, bike symbols, and miscellaneous projects are funded through various approved Capital projects. This type of pavement marking work is undertaken using durable paint applications. The estimated cost of the durable paint works is \$65,233 (including non-refundable HST).

Staff recommends a Purchase Order be issued for the year 2023 in the amount of \$416,730 excluding HST (\$424,064 including non-refundable HST) to complete the existing program and additional works.

#### **STRATEGIC PLAN ALIGNMENT:**

This report is administrative in nature and does not have an impact on the Town’s Strategic Plan.

#### **RELATIONSHIP TO CLIMATE CHANGE:**

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

#### **PUBLIC ENGAGEMENT:**

Public Engagement was not needed as this report is administrative in nature.

#### **INTERNAL CONSULTATION:**

Finance and Purchasing were consulted and provided input in this report.

#### **FINANCIAL IMPLICATIONS:**

As noted above, the recommended purchase order for 2023 activities total \$416,730 (excluding HST) or \$424,064 (including non-refundable HST). This total cost includes \$358,831 (including non-refundable HST) for retracing and maintenance which is funded through the operating budget and \$65,233 (including non-refundable HST) for capital works funded through various capital projects.

The approved 2023 operating budget includes \$200,000 to fund pavement marking services which primarily includes retracing and maintenance for existing markings. The resulting estimated shortfall of \$158,831 (including non-refundable HST) is recommended to be offset by a transfer from the Tax Rate Stabilization Reserve to the operating budget. Future budget requirements to address cost escalations for pavement marking maintenance activities will be reviewed as part of the preparation of the 2024 operating budget.

The remaining purchase order value of \$65,233 (including non-refundable HST) will be used for durable pavement markings funded through various previously approved capital projects. The approved budgets for the projects listed below already reflect these costs:

6100-23-1602 Active Transportation Promotion & Education

6100-23-2401 Active Transportation Improvements

6100-28-1703 Pedestrian Crossovers

6100-28-1807 Mill St Neighbourhood Improvements

6100-28-1802 Mandated Rail Crossing Upgrade

Reviewed and approved by,

Simone Gourlay, Senior Manager of Purchasing and Risk Management

Moya Jane Leighton, Director of Finance & Town Treasurer

Maureen Van Ravens, Director of Transportation

Bill Andrews, Commissioner of Transportation & Public Works

Chris Mills, Chief Administrative Officer