

**CS-2024-042**  
**Schedule A - 2025 Single Sole Source Awards**

**CORPORATE ITEMS**

These vendors are used throughout multiple departments.

VENDOR	COMMENTS	Requested Value for 2024	Estimated Total Spend by Year-End 2024	Requested Value for 2025
		excluding HST	excluding HST	excluding HST
Amazon Business (.ca and .com)	Corporate Wide Miscellaneous items (includes: ergonomic office furniture, recreational camp arts and sports equipment supplies, youth centre supplies, computer I.T accessories and hardware, etc.) Library Material purchases - DVD's, blu-rays, books and IT equipment	\$ 70,000.00	\$ 104,000.00	\$ 107,500.00
Canadian Tire Store	Miscellaneous supplies	\$ 30,000.00	\$ 43,000.00	\$ 44,500.00
Pitney Bowes Postage	Postage	\$ 80,000.00	\$ 85,000.00	\$ 90,000.00

**CORPORATE SERVICES**

VENDOR	COMMENTS	Requested Value for 2024	Estimated Total Spend by Year-End 2024	Requested Value for 2025
		excluding HST	excluding HST	excluding HST
Adobe	Software subscription and licenses	\$ 60,000.00	\$ 56,000.00	\$ 60,000.00

**LIBRARY**

VENDOR	COMMENTS	Requested Value for 2024	Estimated Total Spend by Year-End 2024	Requested Value for 2025
		excluding HST	excluding HST	excluding HST
Bibliotheca Canada Inc.	Maintenance agreement for electronic detection equipment, items from Cloud library, self check-out stations (RFID)	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
CVS Midwest Tape	Software subscription and licenses for Hoopla	\$ -	\$ -	\$ 65,000.00

**PLANNING AND DEVELOPMENT**

VENDOR	COMMENTS	Requested Value for 2024	Estimated Total Spend by Year-End 2024	Requested Value for 2025
		excluding HST	excluding HST	excluding HST
HDR Corporation/Aaron Farell	Subwatershed matters	\$ 45,200.00	\$ -	\$ 100,000.00

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**TRANSPORTATION AND PUBLIC WORKS**

VENDOR	COMMENTS	Requested Value for 2024	Estimated Total Spend by Year-End 2024	Requested Value for 2025
		excluding HST	excluding HST	excluding HST
Dufferin Aggregates	Aggregates and crushed stone for road repair	\$ 60,000.00	\$ 44,000.00	\$ 60,000.00
Innovative Traffic Solutions Inc. (ITS) (authorized distributor for Global Traffic Technologies, GTT-Opticom Equipment)	Opticom equipment for traffic signal interrupters for Fire emergencies	\$ 140,000.00	\$ -	\$ 70,000.00
Green Infrastructure Partners (GIP) Paving has acquired Aecon Construction & Materials	Primary Supplier for Asphalt for road repair	\$ 360,000.00	\$ 284,000.00	\$ 360,000.00
Viola Asphalt (formerly Graham Bros. Construction Limited)	Secondary Supplier for Asphalt for road repair	\$ 75,000.00	\$ -	\$ 75,000.00
Leferink Transfer Ltd	Waste Disposal from parks and roadside pick-up - only transfer station in the area	\$ 44,000.00	\$ 40,000.00	\$ 55,000.00

**TRANSPORTATION AND PUBLIC WORKS**

The following vendors perform repairs on various pieces of equipment and vehicles. In most instances, only a qualified, recognized, repair center is able to provide this service as there may be potential warranty issues. These vendors have the requisite skills and tools to carry out the repairs as noted below. In other instances, diagnosing the extent of the repairs required, particularly on large trucks, may require that engines, transmissions or drivelines be disassembled in order to accurately assess the problem. It is not feasible to have the trucks diagnosed and then reassembled to obtain another quote. These trucks are vital to our everyday operations and timely repairs are imperative in order to allow staff to maintain existing service levels.

VENDOR	COMMENTS	Requested Value for 2024	Estimated Total Spend by Year-End 2024	Requested Value for 2025
		excluding HST	excluding HST	excluding HST
Altruck International Truck Centre	Heavy truck engine, transmission drive line repairs	\$ 95,000.00	\$ 29,500.00	\$ 95,000.00
Green Tractors Halton	John Deere tractor and mower parts - authorized dealer	\$ 50,000.00	\$ 74,000.00	\$ 85,000.00
Luma Brothers Automotive & Truck Repair	Heavy truck engine, transmission drive line repairs, and safety inspections	\$ 90,000.00	\$ 99,000.00	\$ 155,000.00
Metro Freightliner	Freightliner truck engine, transmission drive line repairs	\$ 75,000.00	\$ 39,000.00	\$ 75,000.00

CS-2024-042  
Schedule B - 2025 Standardization Approval

VENDOR	DEPARTMENT	Recommendation	Background Information	Contract Spend to Date	Estimated Annually Cost
				excluding HST	excluding HST
SPROUT SOCIAL, INC	Corporate Wide	The authority to grant the staff the ability to renew the contract annually for ongoing software licenses, subscriptions, maintenance, additional modules, support, services, and the ability to increase the number of user licenses, for the lifecycle of the solution, subject to satisfactory performance, price, and approved budget	Sprout Social is a social media management platform that the Town has been utilizing for the past nine years. Given the extensive integration and familiarity with this platform, transitioning to a different system would not only be economically and technically challenging but would also cause significant inconvenience and potential duplication of costs for the Town. Staff is requesting to continue using the platform to ensure the efficiency and effectiveness of our social media management efforts, which will ultimately enhance our community engagement and communication strategies.	\$ 160,000.00	\$ 17,600.00
Clear Risk	Corporate Services	The authority to grant the Manager of Purchasing the ability to renew the contract annually for ongoing software licenses, subscriptions, maintenance, additional modules, support, services, and the ability to increase the number of user licenses, for the lifecycle of the solution, subject to satisfactory performance, price, and approved budget	ClearRisk is a risk and claim management system designed to help organizations optimize their risk management processes, reduce claims costs, and save significant time. In 2022, the Town leveraged the AMO/LAS (Association of Municipalities of Ontario/Local Authority Services) contract to implement this system within the organization. Risk Management staff have found ClearRisk to provide significant benefits by automating data collection and entry, enhancing analysis and reporting, and improving decision-making.  Furthermore, there are still many features within ClearRisk that the Town has not yet utilized. As our organization grows, these additional capabilities present a significant potential for future improvements and efficiencies. By fully leveraging all aspects of the system, we can continue to evolve our risk management practices and better meet the needs of our community.	\$ 61,788.00	\$ 17,400.00
Innovative Interfaces, Inc.'s	Library	The authority to grant the Manager of Purchasing the ability to renew the contract annually for ongoing software licenses, subscriptions, maintenance, additional modules, support, services, and the ability to increase the number of user licenses, for the lifecycle of the solution, subject to satisfactory performance, price, and approved budget	Innovative Interfaces, Inc.'s Integrated Library Systems (ILS) manages and streamlines library services in a single platform. The ILS integrates workflows associated with managing the library's materials inventory. It facilitates the acquisition of materials, patron transactions such as borrowing items and accessing digital resources, and provides an online interface to search the catalogue for materials. These systems enhance efficiency through automation and robust data management tools, while also supporting seamless third-party integrations. They offer library patrons easy access to resources via user-friendly interfaces and mobile access, ensuring a streamlined experience for exploring, borrowing and staying connected to the library.  This ILS was acquired through RFP# P-009-14 in 2014. Upon the contract's end in 2022, LBD-2022-041, dated November 2, 2022, was approved by the Library Board to renew the current ILS for an additional three years, from 2023 to 2026. In the interest of operational continuity and stability, library staff recommend extending the use of the current Integrated Library System until the end of its life cycle or until it no longer aligns with the Town's requirements..	\$ 450,600.00	\$ 60,000.00
Maglin Site Furniture Inc.	Parks, Community Development & Environment	The authority to grant the Manager of Purchasing the ability to issue purchase orders to Maglin Site Furniture for benches, garbage receptacles, and bike racks when require, subject to satisfactory performance, price, and approved budget.	The Parks & Open Space team has been using Maglin Site Furniture benches, garbage receptacle and bike racks in our parks for over 12 years. They are top quality, good value, comfortable and a timeless style. The park bench in our dedication/donation program is also a Maglin 510 bench. In order to ensure consistency and quality between parks and formalize this purchasing practice, staff are seeking standardization.  Yearly we purchase approximately \$15,000 worth of park furniture from Maglin, but this can vary based on number of donation requests or park projects. It represents best value for the Town to purchase these directly from the manufacturer, rather than include in park construction tenders and have contractors mark-up the purchase cost. An industry scan of manufacturers has been done by the Parks & Open Space team reviewing comparable site furnishings in the past and Maglin has always represented best value, quality and service.	\$ 180,000.00	\$ 15,000.00
AEC Solutions Inc. - Builterra	Transportation and Public Works	The authority to grant the Manager of Purchasing the ability to renew the contract annually for ongoing software licenses, subscriptions, maintenance, additional modules, support, services, and the ability to increase the number of user licenses, for the lifecycle of the solution, subject to satisfactory performance, price, and approved budget	Builterra by AEC Solutions is comprehensive platform designed to streamline and optimize workflows for Transportation and Public Works capital projects more efficiently. It offers tools for project management, cost estimating, bid preparation, field inspection, and payment certification. This streamlines workflows, improves communication, and ensures projects are completed on time and within budget.  Transportation and Public Works has been utilizing this software since 2019 and finds it indispensable for our operations. Software enhanced our ability to manage projects with greater accuracy and efficiency. The implementation of additional features in our processes have led to improved productivity and cost management.	\$ 61,800.00	\$ 15,450.00
Econolite Canada Inc.	Transportation and Public Works	The authority to grant the Manager of Purchasing to issue purchase orders to Econolite Canada Inc. for ongoing requirements pertaining to the Centracs Advance Traffic Signal Management program, for the lifecycle of the solution, subject to satisfactory performance, price, and approved budget.	The Town of Halton Hills implemented Econolite's Centracs Advanced Traffic Signal Management program for over a decade ago. The City of Burlington and the Town of Oakville are also utilizing this program provided by Econolite. In 2021, Halton Region adopted an advanced traffic management system supplied by Econolite Canada (Report No. PW-34-21). Although the Town of Milton currently operates with the Miovision platform, its open architecture allows for easy integration. Econolite Canada can develop a simple interface to ensure compatibility with Milton's system.  The Town of Halton Hills is dedicated to collaborating with Halton Region and other local municipalities to ensure our traffic management systems are compatible and efficient. By standardizing Econolite Canada's Centracs system, we are committed to enhancing traffic flow and safety on both regional and local roads. This standardization will streamline operations, improve traffic management, and ensure a cohesive approach across the region.	\$ 1,250,000.00	\$ 150,000.00
Kalitec Signaling Inc.	Transportation and Public Works	The authority to grant the Manager of Purchasing the ability to issue purchase orders to Kalitec Signaling Inc. for additional units and ongoing radar speed sign requirements, including software licenses, subscriptions, maintenance, support, services, and upgrades, for the lifecycle of the solution, subject to satisfactory performance, pricing, and approved budget.	Kalitec's radar speed signs are advanced traffic management devices designed to enhance road safety by displaying the speed of approaching vehicles in real-time. These signs use Doppler radar technology to measure vehicle speeds and provide immediate feedback to drivers, encouraging them to adhere to speed limits. Currently, the Town owns and has installed 17 units of these radar speed signs, which were previously purchased and installed through the Town's electrical contractor. By standardizing on Kalitec's radar speed signs, the Town can ensure a cohesive and effective approach to traffic management and road safety, leveraging the proven benefits of these advanced devices.	\$ 85,000.00	\$ 45,000.00