



Item
Meeting 2017 Aug 28

COUNCIL REPORT

TO:	CITY MANAGER	DATE:	2016 August 21
FROM:	DIRECTOR FINANCE	FILE:	5820-20 37-03/14
SUBJECT:	CONTRACT EXTENSION TRANSIT SHELTER CLEANING AND MAINTENANCE		
PURPOSE:	To obtain Council approval for a one year contract extension for cleaning and maintenance of all City transit shelters with advertising caissons.		

RECOMMENDATION:

1. **THAT** Council approve a one year contract extension for \$350,000.00 including GST in the amount of \$16,666.67 for transit shelter cleaning and maintenance for an estimated total cost of \$1,035,765.18 including GST in the amount of \$49,322.15 as outlined in this report. Final payment will be based on actual services provided.

REPORT

On 2014 May 22, Council awarded a three year contract with options to renew for up to two individual one year extensions to West Coast Sign Service Ltd., for the provision of cleaning, repair, removal, relocation, installations and electrical servicing of the City transit shelters.

This recommendation is for the first one year contract extension period from 2017 September 01 to 2018 August 31, and includes a price increase on selected unit price items averaging approximately 12%. These increases are due namely to the additional transit shelter quantities from 78 in 2014 to a current quantity of 112 in 2017; material costs and labour rates have also increased for the first time in three years. In addition, the City will also be installing another ten new transit shelters later in 2017 bringing the total number of serviced transit shelters to 122. All other unit items on the contract remain at the current contract price.

West Coast Sign Service Ltd. has previously performed this work to the satisfaction of City staff. The Director Engineering concurs with this recommendation.

Operating funding for this contract is under various operating accounts which are included in the 2017 – 2021 Financial Plan.

A handwritten signature in black ink, appearing to read "Noreen Kassam".

Noreen Kassam
DIRECTOR FINANCE

GC:SL/kb

Copied to: Director Engineering