

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2020 September 23

FROM: DIRECTOR FINANCE **FILE:** 5820-20
Reference: RFP #101-06/20

SUBJECT: CONTRACT AWARD
ELECTRICAL MAINTENANCE AND REPAIR SERVICES

PURPOSE: To obtain Council approval to award a contract for the electrical maintenance and repair services of City owned buildings and facilities.

RECOMMENDATION:

1. **THAT** Council approve a contract award to Western Integrated Electrical for an estimated total cost of \$1,365,000.00 including GST in the amount of \$65,000.00 as outlined in this report. Final payment will be based on the actual quantity of goods and services delivered and unit prices as proposed.

REPORT

Three submissions following a Request for Proposal (RFP) were received by the closing time on 2020 September 03. The scope of work for this contract includes all necessary labour, materials, tools and equipment to maintain, repair and upgrade electrical equipment, related components and associated electrical equipment and services at various City owned buildings on a scheduled maintenance or an "as and when requested" basis. This contract award is for a two year period from 2020 October 01 to 2022 September 30, with up to three optional one year extensions at the discretion of the City.

Based on the RFP evaluation criteria consisting of work program, methodology, qualification, experience and costs, Western Integrated Electrical received the highest overall scoring.

The recommended proponent, Western Integrated Electrical, has provided similar services in the past with a proven track record of performance and reliability to the satisfaction of the City. Review by City staff indicates that Western Integrated Electrical has the necessary equipment and personnel to successfully complete the work required under this contract. The Director Engineering and Director Parks, Recreation and Cultural Services concur with the above recommendation.

Funding for this contract is provided in various operating accounts included in the 2020 – 2024 Financial Plan.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:GC:RR / ew:md

Copied to: Director Engineering
Director Parks, Recreation and Cultural Services