

COUNCIL REPORT

TO: ACTING CITY MANAGER**DATE:** 2021 March 17**FROM:** DIRECTOR FINANCE**FILE:** 5820-20*Reference:* RFP #183-09/20**SUBJECT: CONTRACT AWARD
HVAC SYSTEMS MAINTENANCE AND REPAIR SERVICES****PURPOSE:** To obtain Council approval to award a contract for the HVAC systems maintenance and repair services at various City-owned buildings.**RECOMMENDATION:**

1. **THAT** Council approve a contract award to Just Mechanical Limited. for an estimated total cost of \$1,449,000.00 including GST in the amount of \$69,000.00 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

Four submissions following a Request for Proposal (RFP) were received by the closing time on 2021 February 11. The scope of work for this contract includes all necessary labour, materials, tools and equipment to maintain, repair and upgrade heating, ventilation, air conditioning (HVAC) equipment, related components, control systems and associated electrical and plumbing equipment 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 2021 April 01 to 2023 March 31, 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, qualifications, experience, costs and value added offerings, Just Mechanical Ltd. received the highest overall scoring.

The recommended proponent, Just Mechanical Limited, has provided similar services on other contracts in the past with a proven track record of performance and reliability to the satisfaction of the City. Review by City staff indicates that Just Mechanical Limited has the necessary equipment and personnel to successfully complete the work required under this contract. The Director Engineering concurs with the above recommendation.

Funding for this contract is provided in various capital and operating accounts included in the 2021 – 2025 Provisional Financial Plan.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:GC:RR / ew:md

Copied to: Director Engineering