

**TO:** MAYOR & COUNCILLORS  
**FROM:** DEPUTY GENERAL MANAGER FINANCE  
**RESPONSIBLE DEPARTMENT(S):** LANDS AND FACILITIES  
**SUBJECT:** **CA - ELECTRICAL MAINTENANCE AND REPAIR SERVICES**  
**PURPOSE:** To obtain Council approval for a Contract Award (CA) for electrical maintenance and repair services of City-owned buildings and facilities.

## RECOMMENDATION

**THAT** a contract award to Western Integrated Electrical Ltd. for an estimated cost of \$1,340,325 including taxes, as outlined in the report titled “CA – Electrical Maintenance and Repair services” dated January 13, 2026, be approved; and

**THAT** final payment will be based on the actual quantity of goods and services delivered and hourly rates submitted.

## EXECUTIVE SUMMARY

This recommendation is to approve a contract award in the amount of \$1,340,325 including tax.

The scope of work for 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. This contract is for a two-year period from February 1, 2026, to January 31, 2028 with three one-year contract renewal options at the discretion of the City.

### 1.0 POLICY SECTION

The City's Procurement Policy requires that contracts for goods, services, and construction with values over \$500,000 be approved by Council following a competitive procurement process.

### 2.0 BACKGROUND

Following a Request for Proposal (RFP) #95-06-25 Electrical Maintenance and Repair services, four (4) Proposals were received by closing time on October 1, 2025. Based on the RFP's evaluation criteria consisting of the proposed work program and methodology; qualifications and experience; pricing; and value-added offerings, Western Integrated Electrical Ltd. received highest overall scoring.

Review by City staff indicates that Western Integrated Electrical Ltd. has demonstrated the capability to successfully complete the work required under this contract.

**3.0 GENERAL INFORMATION**

The estimated total contract value is \$1,340,325 including tax.

**4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT**

RFP #95-06-25 Electrical Maintenance and Repair services was publicly advertised, and four submissions were received upon closing.

**5.0 FINANCIAL CONSIDERATIONS**

Funding for this work is included in the draft 2026 – 2030 Financial Plan that is set to be approved by Council in January/February 2026.

Respectfully submitted,

Bob Klimek, Deputy General Manager Finance

**ATTACHMENTS**

Not applicable.

**REPORT CONTRIBUTORS**

This report was prepared by Joe Guglielmi, Assistant Manager, Lands and Facilities, and Hyunsook Ma, Senior Buyer, and reviewed by Sophan Lum, Senior Manager, Procurement Services – Capital.