



File: 5820-20 Ref# RFP #101-06/20

COUNCIL REPORT

TO: MAYOR & COUNCIL

FROM: DEPUTY CHIEF ADMINISTRATIVE OFFICER AND CHIEF FINANCIAL

OFFICER

SUBJECT: CE – ELECTRICAL MAINTENANCE AND REPAIR SERVICES

PURPOSE: To obtain Council approval to award a two-year contract extension for

electrical maintenance and repair services of City owned buildings and

facilities.

RECOMMENDATION

THAT a two-year contract extension to Western Integrated Electrical Ltd. for an estimated total cost of \$1,325,100 including GST in the amount of \$63,100 be approved; and

THAT final payment be based on the actual quantity of goods and services delivered and unit prices as submitted.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

I concur with the recommendation of the Deputy Chief Administrative Officer and Chief Financial Officer.

1.0 POLICY SECTION

The City's Change Order Policy requires that change orders, which individually or when accumulated with prior change orders increases the total value of the contract, exceeding \$1,000,000 be approved by Council.

2.0 BACKGROUND

Following a Request for Proposals, on September 23, 2020 Council awarded a contract to Western Integrated Electrical Ltd. for an estimated total cost of \$1,365,000 including GST in the amount of \$65,000, for 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. The contract was for the period October 01, 2020 to September 30, 2022 with options of up to three individual one-year extensions at the discretion of the City.

Since the award of this contract, there has been a one-year contract extension and two contract increases for a total of \$249,900 including GST in the amount of \$11,900.

3.0 GENERAL INFORMATION

This recommendation is for a two-year contract extension for the period October 01, 2023 to September 30, 2025 for an estimated cost of \$1,325,100 including GST in the amount of \$63,100. The total estimated contract value is \$2,940,000 including GST in the amount of \$140,000.

Initially, Western Integrated Electrical Ltd. has advised of an overall average price increase of 19.59% throughout year one of the contract extension, followed by a 5.13% increase throughout year two of the contract extension, with rates remaining firm throughout the entire contract term. After negotiations, Western Integrated Electrical Ltd. accepted an overall average price increase of 8.40% throughout year one of the contract extension, followed by a 5.34% increase throughout year two of the contract extension. Increases are mainly driven by higher labor costs, inflation resulting in higher costs for equipment and materials and surging gasoline prices and fleet maintenance costs.

Type of Contract	Term	Accumulative Total Change (including GST)
Original Contract Award	Oct 2020 – Sep 2022	\$ 1,365,000
First Contract Increase	Nov 2020	\$ 42,000
First Contract Extension	Oct 2022 – Sep 2023	\$ 127,050
Second Contract Increase	Jun 2023	\$ 80,850
2020-2022 Total Increase/Extension		\$ 249,900
Two-Year Contract Extension	Pending	\$ 1,325,100
TOTAL		\$ 2,940,000

Western Integrated Electrical Ltd. has provided similar services in the past with a proven track record for performance and reliability to the satisfaction of the City, and their prices are competitive and reflective of current market conditions. Reviews by City staff indicates that Western Integrated Electrical LTD. has the capability to successfully complete the work required under this contract. The General Manager, Parks, Recreation and Culture and the General Manager Lands and Facilities concur with the recommendation.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

The Request for Proposal (RFP) #101-06/20 (Attachment 1) was publicly advertised. Upon closing, the City received a total of three submissions.

5.0 FINANCIAL CONSIDERATIONS

Funding for this operating work is provided in various operating accounts included in the 2023 – 2027 Financial Plan.

Respectfully submitted,

Noreen Kassam, Deputy Chief Administrative Officer and Chief Financial Officer

ATTACHMENTS

Attachment 1 – RFP #101-06/20.

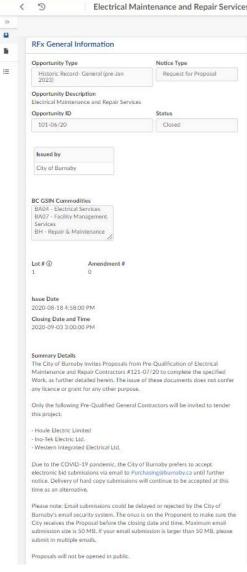
REPORT CONTRIBUTORS

This report was prepared by Rafael Rojek, Senior Buyer and reviewed by Sophan Lum, Assistant Manager Purchasing – Capital.



Contract Awards Unverified Bid Results Login

Electrical Maintenance and Repair Services - Lot: 1 / Amendment: 0



			Last Modification
<u>Title</u>	Туре	Att.	(Pacific Time)
Attachment I - Value Added Offerings	Supplier Migrated Documents (Approved)	1983761201_Attachment I - Value Added Offerings.pdf	2020-08-18 4:47:00 PM
Attachment J - COVID-19 Site Visit Questionnaire	Migrated Documents	1969038002_Attachment J - COVID-19 Site Visit Questionnaire.pdf	2020-08-18 4:47:00 PM
Attachment C Form of Submission	Supplier Migrated Documents (Approved)	1245772562 Attachment C - Form of Submission.pdf	2020-08-18 4:45:00 PM
Attachment B Certificate of Insurance	Supplier Migrated Documents (Approved)	1093967233 Attachment B - Certificate of Insurance.pdf	2020-08-18 4:45:00 PM
Attachment A Insurance Requirements	Supplier Migrated Documents (Approved)	1494112299 Attachment A - Insurance Requirements.pdf	2020-08-18 4:45:00 PM
Attachment H - Proposed Sub- Contractors	Supplier Migrated Documents (Approved)	1389378652 Attachment H - Proposed Sub-Contractors.pdf	2020-08-18 4:46:00 PM
RFP #101- 0620 Electrical Maintenance and Repair Services	Supplier Migrated Documents (Approved)	1697576857_RFP #101-0620 Electrical Maintenance and Repair Services.pdf	2020-08-18 4:45:00 PM
Attachment L Thermal Imaging Locations	Supplier Migrated Documents (Approved)	416025530 Attachment L - Thermal Imaging Locations pdf	2020-08-18 4:57:00 PM
Attachment M - Electrical Vault Maintenance	Documents	243703088 Attachment M - Electrical Vault Maintenance.pdf	2020-08-18 4:57:00 PM
Attachment K List of City Owned Buildings		948622258 Attachment K - List of City Owned Buildings.pdf	2020-08-18 4:47:00 PM
Attachment G Form of Proposal	Supplier Migrated Documents (Approved)	116119160 Attachment G - Form of Proposal.pdf	2020-08-18 4:46:00 PM
Attachment D Corporate References	Supplier Migrated Documents (Approved)	220514529_Attachment D - Corporate References.pdf	2020-08-18 4:45:00 PM
Attachment N Contractor's Living Wage Obligations		226206759 Attachment N - Contractor's Living Wage Obligations.pdf	2020-08-18 4:57:00 PM