

Re: Municipal Hall Renovations
 Progress Report No. 2
 (Item 16, Report No. 80, December 2, 1974)

Following is the second progress report from the Project Co-Ordinator on renovations to the Municipal Hall.

We are continuing to work on more suppliers for the lighting fixtures, but at this point in time it does not look hopeful. If we get more suppliers, we will get additional prices.

RECOMMENDATIONS:

1. THAT authority be given to accept the lowest tender for the equipment as outlined in the Project Co-Ordinator's report by letter of intent on December 23 or 24, 1974; and
2. THAT a report be subsequently submitted to Council for ratification and formal awarding of the contract.

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December 12, 1974.

Mr. M.J. Shelley,
 MUNICIPAL MANAGER.

Dear Sir:

Subject: MUNICIPAL HALL RENOVATIONS
PROGRESS REPORT NO. 2

In item III of Progress Report No. 1, we spoke of Bidding Procedures in terms of general policy. This report deals with part (c) of item III, the need to pre-order certain major pieces of equipment to be used in the electrical and mechanical systems in the Hall.

The respective Electrical and Mechanical Consultants have prepared the necessary technical specifications, and in conjunction with the Architect, have prepared a major material delivery schedule:

ELECTRICAL

<u>Item</u>	<u>Date Required</u>	<u>Supplier(s)</u>	<u>Estimated Cost</u>
1. Lighting Fixtures	Feb. 15 May 30 Sept. 15	- Electroler	\$39,000
2. Unit sub-station & Distribution Centre	July 1	- Federal Pacific - Electric Power Equipment	\$22,000

ITEM 22

MANAGER'S REPORT NO. 84

COUNCIL MEETING Dec. 16/74

MECHANICAL

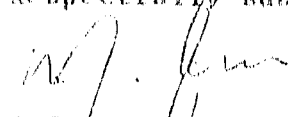
<u>Item</u>	<u>Date Required</u>	<u>Supplier(s)</u>	<u>Estimated Cost</u>
1. Water Chiller	July 1/75	- Carrier - York - Trane - Dunham Bush - Chrysler - Airtemp	\$30,000
2. Air Handling Units	Feb. 15/75 May 4/75 Sept. 1/75	- Carrier - York - Trane	\$26,000
Return Air Fans		- Sheldon - Markhot	\$ 7,000
3. Variable Volume Boxes	Feb. 15/75 May 4/75 Sept. 1/75	- Trane - Square 'M' - York	\$24,000

Timing of the Hall renovation project is critical and pre-ordering by the Corporation of the foregoing equipment has been agreed to in principle. A material pre-ordering contract has been prepared by the Architect in consultation with the Corporation Purchasing Agent and Municipal Solicitor, as well as with the Project Co-ordinator and the Construction Manager. In essence, tenders will be received by the Corporation Purchasing Agent at 3:00 p.m., December 23, for the supply of above equipment items to specified delivery dates. The supply tender schedule provides for the assignment of the material contract to respective Electrical or Mechanical Contracts to be called by February 1975 at the stated material price. The Corporation's normal Instructions to Bidders, General Conditions, and Special Conditions for Supply Contracts are bound into the proposed pre-ordering contract, with some minor modification to the agreement of the Purchasing Agent and the Solicitor.

Since it is most important to secure pricing of the above equipment and place orders, and since Council meetings will be interrupted during the next three weeks, authority is sought to call tenders from the above-named suppliers for the respective equipment and to accept the lowest tender by Letter of Intent on December 23 or 24, followed by a report to the earliest appropriate business meeting of Council for ratification and formal award of contract.

It should be noted that in the case of electrical lighting fixtures, only one supplier is shown. The light fixture proposed by the Architect is a troffered unit, purposely selected in the overall design for its above-ceiling mounting characteristic. The one supplier of this unit is a local firm. The Electrical Consultant has not been able to match this fixture by any other supplier.

Respectfully submitted,


 H.J. Jones,
 PROJECT COORDINATOR.

MJJ:lm

c.c. PURCHASING AGENT.

 MUNICIPAL SOLICITOR,
 Attention: R.W. Brough.