

ITEM 9
MANAGER'S REPORT NO. 48
COUNCIL MEETING 91/08/19

TO: MUNICIPAL MANAGER 1991 August 14

FROM: DIRECTOR FINANCE

SUBJECT: ELECTRICAL MAINTENANCE SERVICES
(Item No 1, Manager's Report No. 54, 1990 September 10)

PURPOSE: To obtain approval to extend the existing purchase order
for an additional year.

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RECOMMENDATION:

1. THAT the existing purchase order to Trophy Electrical Systems Ltd. to provide electrical maintenance services for municipal buildings and parks sites be extended for an additional year for an estimated total cost of \$300,000.

REPORT

At its meeting on 1990 September 10, Council approved a report recommending the award of a purchase order to Trophy Electrical Systems Ltd. to provide electrical maintenance services for municipal buildings and parks sites for the 12 month period ending 1991 August 31. In this report, it was stated that the tender documents provided for an extension to the purchase order by 12 month periods to a maximum extension of 24 months.

Trophy Electrical Systems Ltd. has provided the Corporation's electrical maintenance services for the past six years. Engineering and Parks staff report that Trophy is cooperative and knowledgeable in this type of work and that the services provided by them have represented very good value. As such, staff have no hesitation in recommending an extension to the purchase order.

Trophy has confirmed that they will continue to provide electrical maintenance services to the Corporation for another 12 months at the same hourly rates as originally tendered. Staff have checked the market and found that rates have increased approximately 5% over the past 12 months. Based on Trophy's past performance and on their offer to hold rates firm for another year, an extension to the existing purchase order is considered to be in the best interest of the Corporation.

The funding for this work is provided in various accounts in both the Operating and Capital budgets.

Council members were advised earlier this year that the Engineering Department will be conducting a detailed assessment of the costs and staff required to perform all of the municipality's electrical maintenance work using our own resources. This work is currently contracted out under two separate contracts:

1. Contract No. 9110 for the repair and maintenance of street lighting and traffic signal systems. The contract was awarded to Cobra Electric Ltd. and expires 1993 April 30; and

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2. Electrical Maintenance Services as described in this report. The purchase order to Trophy Electrical Systems Ltd. could be extended for an additional period if necessary to coincide with the expiry of Contract No. 9110. 214

Prior to the expiration of these contracts, staff will report to Council on the feasibility and advisability of the municipality undertaking electrical maintenance work with in-house resources.

The Director Engineering and Director Recreation & Cultural Services concur with the above recommendation.


Rick Earle
for DIRECTOR FINANCE

RR:aj
Attach.

cc. Director Engineering
Director Recreation & Cultural Services