

TO: MUNICIPAL MANAGER

FROM: DIRECTOR FINANCE

SUBJECT: ELECTRICAL MAINTENANCE SERVICES

(Item No. 9, Manager's Report No. 48, 1991 August 19)

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

ITEM	4
MANAGER'S REPORT NO.	54
COUNCIL MEETING	92/08/24

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 \$360,000.

REPORT

At its meeting on 1991 August 19, Council approved a report recommending the extension of the purchase order to Trophy Electrical Systems Ltd. to provide electrical maintenance services for municipal buildings and parks sites, for a second 12 month period ending 1992 August 31. In this report it was stated that the tender documents provided for a second and final 12 month extension to the purchase order, bringing the total term of the order to 36 months. The initial award of this tender was approved by Council on 1990 September 10.

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 in 1990.

Trophy Electrical Systems Ltd. has provided the Corporation's electrical maintenance services for the past seven 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.

Staff have checked the market and found that rates have increased approximately 5% during the past 12 months. Based on Trophy's past performance and on their offer to hold rates firm for a third year, the recommended extension to the existing purchase order is considered to be in the best interest of the Corporation.

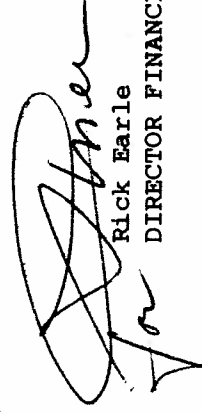
The funding for this work is provided in various accounts in both the Operating and Capital budgets.

Council members were advised early in 1991 that the Engineering Department would 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. This contract was awarded to Cobra Electric Ltd. and expires 1993 April 30; and
2. Electrical Maintenance Services as described in this report. The recommended extension to our purchase order to Trophy Electrical Systems Ltd. would expire on 1993 August 31.

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  
DIRECTOR FINANCE

RR:aj

cc. Director Engineering  
Director Recreation & Cultural Services