

TO: CITY MANAGER 1999 October 20
FROM: DIRECTOR FINANCE
SUBJECT: TENDER FOR ELECTRICAL MAINTENANCE SERVICES
PURPOSE: To obtain approval to award the tender for electrical maintenance services.

RECOMMENDATION:

1. THAT a purchase order be issued to the lowest bidder, Western Integrated Electrical Ltd., to provide electrical maintenance services as and when required from 1999 November 1 until 2001 October 31 for an estimated annual cost of \$360,000 with final cost based on services performed and the hourly rates tendered.

REPORT

Three tenders for electrical maintenance services were received by the closing time of 3:00 p.m. Thursday, 1999 September 9 and were opened by staff in the presence of representatives of the firms bidding. The tenders received are as follows:

Western Integrated Electrical Ltd.	\$357,605.80
Bond Electric and Lighting Ltd.	\$359,557.47
Houle Electric Ltd.	\$379,003.51

The work of this tender involves the supply of electrical repair and maintenance services and materials for individual requirements of less than \$4,000, at the City's buildings, facilities and park sites.

The tender documents call for hourly rates for tradespersons and apprentices, and also for certain specialized equipment. Based on the historical distribution of effort among the three classes of workers, and on the use of equipment, the rates tendered by Western Integrated represent the lowest overall cost.

The recommended bidder, Western Integrated Electrical Ltd., has provided the City with electrical maintenance services since 1993. Staff report that Western's personnel are knowledgeable and cooperative, and that the services provided are consistently of good quality and value.

Funding for electrical maintenance services is provided in various accounts throughout the operating and capital budgets.

The Director Engineering concurs with the above recommendation.


Rick Earle
DIRECTOR FINANCE

RR:ba

cc. Director Engineering

