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**TO:** CITY MANAGER

October 17, 2001

**FROM:** DIRECTOR FINANCE

**SUBJECT: TENDER FOR ELECTRICAL MAINTENANCE SERVICES  
(ITEM NO. 8, CITY MANAGER'S REPORT NO. 27, OCTOBER 25, 1999)**

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

**RECOMMENDATION:**

1. THAT the existing purchase order to Western Integrated Electrical Ltd., for the supply of electrical maintenance services, be extended for an additional year, for an estimated total cost of \$450,000.

**REPORT**

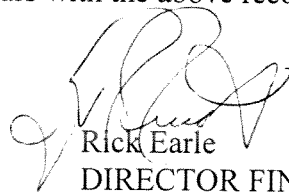
At its meeting on October 25, 1999, Council approved a report recommending the award of the tender for electrical maintenance services to the lowest bidder, Western Integrated Electrical Ltd. (WIE), to provide services for the period ending October 31, 2001. The tender documents provided for extension to the purchase order by up to two 12 month periods.

The work of this purchase order involves the supply of electrical maintenance services and materials for individual requirements of less than \$4,000, at various locations throughout Burnaby.

WIE has confirmed that they would extend their services for another year at the rates originally tendered.

WIE has provided the City with electrical maintenance services since 1993 and has performed satisfactorily. Staff consider the services provided to be effective and of good value, and the Contractor's personnel to be competent and cooperative. Given WIE's past performance and their offer to hold rates firm for another year, an extension to this order is considered to be in the best interest of the City. The funding for this work is provided in various accounts throughout the Operating and Capital Budgets.

The Director Engineering concurs with the above recommendation.

  
Rick Earle  
DIRECTOR FINANCE

cc. Director Engineering