



FINANCE AND CIVIC DEVELOPMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: CITY HALL COMPUTER ROOM - HVAC UPGRADING

RECOMMENDATION:

1. THAT Council bring down a Capital Reserves Expenditure Bylaw in the amount of \$455,000 (inclusive of 5% GST) to finance the improvements to the air conditioning system in the Computer Room at City Hall.

REPORT

The Finance and Civic Development Committee, at its meeting held on 2008 February 27, received and adopted the *attached* report seeking approval to bring down a Capital Reserves Expenditure Bylaw for upgrading the HVAC system in the Computer Room at City Hall.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor N. Volkow
Vice Chair

Councillor G. Begin
Member

Copied to:	City Manager
	Deputy City Manager
	City Solicitor
	Chief Building Inspector
	Chief Information Officer
	Purchasing Manager
	Director Engineering
	Director Planning and Building
	Director Finance

TO: FINANCE & CIVIC DEVELOPMENT
COMMITTEE

DATE: 2008 February 20

FROM: MAJOR CIVIC BUILDING PROJECT
COORDINATION COMMITTEE

SUBJECT: CITY HALL COMPUTER ROOM - HVAC UPGRADING

PURPOSE: To obtain Approval to bring down a Capital Reserves Expenditure Bylaw for upgrading the HVAC system in the Computer Room at City Hall

RECOMMENDATION:

1. **THAT** Council be requested to bring down a Capital Reserves Expenditure Bylaw in the amount of \$455,000 (inclusive of 5% GST) to finance the improvements to the air conditioning system in the Computer Room at City Hall.

REPORT

1.0 Background:

The City's main Computer Room is located at the south end of the ground floor of City Hall. The room contains equipment which provides computer services to City owned facilities including City Hall, Recreation Centres, RCMP Administration, Fire Stations, and Libraries.

Over the past several years, the existing Heating, Ventilating and Air Conditioning System (HVAC) that services the computer room has had increased difficulty in maintaining adequate climate control for the equipment within the space. The existing HVAC system has insufficient capacity to ensure the proper operating temperatures can be maintained during the high temperature seasons. Computer equipment is very sensitive to temperature fluctuations and any appreciable rise in temperature could cause a malfunction or a complete failure of the equipment which could adversely affect the delivery of computer services to the City's various facilities.

In 2002 a consultant's report concluded that some immediate upgrading was to take place to avoid a failure of the computer equipment. Some minor upgrading took place at that time, with the intention of further upgrading being required at some point in the future; it is now necessary to proceed with the recommended upgrade.

In this regard, the City retained the services of the consulting firm of JM Beam & Co. Ltd. to assess the existing HVAC system serving the computer room. The consultant's findings concluded that immediate action is required to alleviate the high temperature conditions within the space and provide redundant capacity to act as a back-up should the equipment fail.

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 From: Major Civic Building Project Coordination Committee
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2.0 Proposal

The proposed mechanical design includes for the installation of two additional HVAC units within the computer room area. The proposed equipment will be capable of handling the current loads and have enough capacity to cover as a backup system should the existing equipment experience a mechanical failure during high temperature periods.

To ensure that the mechanical upgrade is completed prior to Summer 2008 the project was tendered to pre-qualified contractors through the city's Purchasing Department. On 2008 February 07, five tenders were received. The low tender in the amount of \$375,580 inclusive of GST is well within the project budget and considered to be fair and reasonable for the scope of work to be performed.

In order to proceed with this work and in preparation for the award of a construction contract it will be necessary for Council to bring down a Capital Reserves Expenditure Bylaw in the amount of \$455,000 inclusive of GST. This amount is comprised of the low tender price, a construction contingency and miscellaneous project costs.

A capital internal order in the amount of \$95,000 is currently in place for this project and was used in 2007 to perform some immediate temporary alterations to the existing Air Conditioning units in order to cope with the warm temperatures of last summer. As well, a portion of the \$95,000 was used to retain the services of a mechanical consultant to assess the existing situation and to design an upgraded HVAC system that will address the immediate and the future needs of the Computer room.

3.0 Financial Summary

Current Funding in Place:

- 2007 Emergency repairs/upgrades to computer room HVAC
- Consulting services for proposed HVAC upgrade
- Miscellaneous costs

\$ 95,000

Proposed Funding:

- Low bid for HVAC upgrade
- Construction Contingency & Misc. project costs

\$ 375,480

\$ 79,520

TOTAL Project Cost (inclusive of GST @ 5%)

\$ 550,000

Financing:

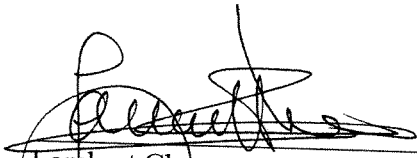
Sufficient Capital Reserves are available to fund this work. This project is not included in the 2008-2012 Provisional Capital Program; however, appropriate adjustment would be made to ensure that this will be included in the 2008-2012 Annual Capital Program. In order to proceed with this project it is recommended that a Capital Reserves Expenditure Bylaw in the amount of \$455,000 (inclusive of 5% GST) be brought forward to fund this work.

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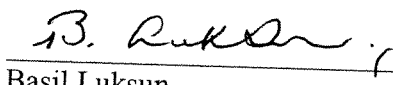
3.0 **Conclusion:**

In preparation for the award of a construction contract to undertake repairs and necessary HVAC upgrades to the City's computer facility it is requested that Council bring down a Capital Reserves Expenditure Bylaw in the amount of \$455,000 inclusive of GST @ 5% to finance the described work. It is important that this work proceed as soon as possible so that the system is operational prior to the start of the summer season thus reducing the risk of equipment failure due to high temperature.


A recommendation on the award of a contract to the pre-qualified low bidder will be the subject of a future report to Council.



Lambert Chu
Chair, Major Civic Building
Project Coordination Committee



Basil Luksun
Director Planning & Building



Rick Earle
Director Finance

- cc: City Manager
- Deputy City Manager
- City Solicitor
- Chief Building Inspector
- Chief Information Officer
- Purchasing Manager

JC/TA:nep