



Report
Staff Report
The Corporation of the City of Brampton
9/4/2024

Date: 2024-08-15

Subject: **Request to Begin Procurement for Preventative and Demand Maintenance Services for Locksmith, Door Hardware, Automatic Sliders, And Low Energy Doors at Various City Locations for A Three-Year (3) Period - All Wards**

Contact: Dale Turpin, Supervisor, Contracts and Client Services, Facilities Operations and Maintenance

Report number: Public Works & Engineering-2024-646

RECOMMENDATIONS:

1. That the report from Dale Turpin, Supervisor, Contracts and Client Services, Facilities Operations and Maintenance to the Committee of Council Meeting of September 4, 2024, re: **Request to Begin Procurement Report for Preventative And Demand Maintenance Services for Locksmith, Door Hardware, Automatic Sliders, And Low Energy Doors at Various City Locations for A Three-Year (3) Period – All Wards**, be received; and
2. That the Purchasing Agent be authorized to commence the procurement for Preventative and Demand Maintenance Services for Locksmith, Door Hardware, Automatic Sliders, and Low Energy Doors at various City locations for a three-year (3) period with the renewal options for two (2) additional one-year (1) periods.

OVERVIEW:

- The purpose of this report is to obtain Council authorization to begin procurement for Preventative and Demand Maintenance Services for Locksmith, Door Hardware, Automatic Sliders, and Low Energy Doors at various City locations for a three-year period with the renewal options for two (2) additional one-year (1) periods.
- The current contract is due to expire on November 30, 2024.

BACKGROUND:

A public procurement process was conducted in 2019 to establish a three-year contract for the provision of preventative and demand maintenance services for locksmith, door hardware, automatic sliders, and low energy doors at various locations within the City of Brampton. The contract commenced December 1, 2019. This contract included two, one year renewal options which were both exercised.

CURRENT SITUATION:

The current contract will expire on November 30, 2024, and a new Contract is required.

Facilities Operations and Maintenance is ready to begin the procurement process to award a new contract for preventative and demand maintenance services for locksmith, door hardware, automatic sliders, and low energy doors at various City locations for a three-year period with the renewal options for two additional one-year periods. It is the City of Brampton's expectation that the facilities serviced through this contract receive a cost-effective corporate standard for preventative and demand maintenance services for locksmith, door hardware, automatic sliders, and low energy doors.

CORPORATE IMPLICATIONS:**Financial Implications:**

Funding for this service will be through various operating accounts and capital projects throughout the Corporation. Departmental staff has identified sufficient funding in the respective 2024 Operating & Capital Budgets for year one of the contract. Departmental staff will ensure that sufficient funds will be requested for future years of the contract in the respective annual Operating & Capital Budget submissions subject to the Mayor's consideration.

Purchasing Implications:

A public procurement process will be conducted, and the two (2) lowest compliant Consultant bids will be eligible and qualified for Contract award. Purchase approval shall be obtained in accordance with the Purchasing By-law.

All communication with Bidders involved in the procurement must occur formally, through the contact person identified in the Bid Document.

STRATEGIC FOCUS AREA:

Brampton is a Well-Run City, continuously improving the day-to-day operations of the Corporation by streamlining service delivery, effectively managing municipal assets, and demonstrating fiscal responsibilities. Managing the service excellence for the demand and preventative maintenance of locksmith, door hardware, automatic sliders, and low energy doors at various city locations supports Brampton's Health & Well-being by focusing on citizens' wellness and safety.

CONCLUSION:

This report recommends that the Purchasing Agent be authorized to commence the procurement as described in this report.

Authored by:

Reviewed by:

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