



**Report**  
**Staff Report**  
The Corporation of the City of Brampton  
**3/19/2025**

**Date:** 2025-02-14

**Subject:** **Request to Begin Procurement for Preventative and Demand Maintenance Services for Overhead Door Equipment at Various City Locations for a Three-Year Period**

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

**Report number:** Public Works & Engineering-2025-171

**RECOMMENDATIONS:**

1. That the report from Dale Turpin, Supervisor, Contracts and Client Services, Facilities, Operations and Maintenance to the Committee of Council Meeting of March 19, 2025, re: **Request to Begin Procurement for Preventative and Demand Maintenance Services for Overhead Door Equipment at Various City Locations for a Three-Year Period**, be received; and
2. That the Purchasing Agent be authorized to commence the procurement for Preventative and Demand Maintenance Services for Overhead Door Equipment at various City locations for a three-year period with the renewal options for two additional one-year periods.

**OVERVIEW:**

- **The purpose of this report is to obtain Council authorization to begin procurement for preventative and demand maintenance services for overhead door equipment at various City locations for a three-year period with the renewal options for two additional one-year periods.**
- **The current contract is due to expire on April 30, 2025.**

**BACKGROUND:**

A public procurement process was conducted in 2022 to establish a contract for the supply of all labour, materials and equipment necessary to provide regularly scheduled preventative and demand maintenance services to overhead door equipment for a three-year period at various City locations. The contract commenced February 1, 2022. This contract included two, one-year renewal options which were not exercised.

At the end of the original three-year term, the contract was extended for a three-month period to allow time for a new procurement.

### **CURRENT SITUATION:**

The current contract will expire on April 30, 2025, and a new contract is required.

Facilities, Operations and Maintenance is ready to begin the procurement process to award a new contract for overhead door services for Citywide facilities 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 overhead door equipment.

### **CORPORATE IMPLICATIONS:**

#### **Financial Implications:**

This initiative will be funded from various accounts within the Corporation through operating account number 720000-001. Sufficient funds have been identified in the 2025 Operating Budget for first year of the contract. Departmental staff will ensure sufficient funds are requested through subsequent budget submissions for future years of the contract and presented to the Mayor for his consideration.

#### **Purchasing Implications:**

A public procurement process will be conducted, and the lowest compliant bid will be eligible for a 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:**

This report achieves the Strategic Focus Area of Brampton's Health & Well-being by focusing on citizens' wellness and safety through managing service excellence for the preventative and demand maintenance of overhead door equipment at various City locations.

### **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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