

**Date:** 2023-05-10

**Subject:** **Request to Begin Procurement for Preventative and Demand Maintenance Services for Heating, Ventilation and Cooling (HVAC) Equipment at Various City Locations for a three (3) year period.**

**Contact:** Dale Turpin, Supervisor, Contracts and Client Services  
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**Report Number:** Public Works & Engineering-2023-437 Public Works & Engineering-2023-437

**Recommendations:**

1. That the report titled: **Request to Begin Procurement Report** for Preventative and Demand Maintenance Services for all Heating, Ventilation and Cooling (HVAC) Equipment at Various City locations for a Three (3) year period, to the Committee of Council Meeting of June 07, 2023, be received; and
2. That the Purchasing Agent be authorized to commence the procurement for preventative and demand maintenance services for all heating, ventilation and cooling (HVAC) equipment at various City locations for a three (3) year period.

**Overview:**

- **The purpose of this report is to obtain Council authorization to begin procurement for preventative and demand maintenance services for all (HVAC) heating, ventilation and cooling equipment at various City locations for a three (3) year period with the renewal options for two (2) additional one (1) year periods.**
- **The current contract is due to expire on August 31 2023.**

**Background:**

A public procurement process was conducted in 2018 to establish a three year contract for the provision of preventative and demand maintenance services for all (HVAC) heating, ventilation and cooling equipment at various City locations.

## **Current Situation:**

The current contract will expire in August 31, 2023 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 all (HVAC) heating, ventilation and cooling equipment for a three (3) year period with the renewal options for two (2) additional one (1) 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 HVAC equipment maintenance services.

## **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 2023 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 Council approval.

### Other Implications:

Purchasing Implications – A public procurement process will be conducted and the submissions shall be evaluated in accordance with the published evaluation process within the bid document. 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.

## **Term of Council Priorities:**

- Term of Council Priorities are the steps to move our City towards that goal over the next four years. 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 exhibiting Fiscal responsibilities.
- Living the Mosaic – 2040 Vision

This report aligns with the 2040 Vision by streamlining service delivery and effectively managing municipal assets as a well-run city.

- *For more information about the Term of Council Priorities, visit [www.brampton.ca/EN/City-Hall/Council-Priorities/Pages/Welcome.aspx](http://www.brampton.ca/EN/City-Hall/Council-Priorities/Pages/Welcome.aspx)*

**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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Interim Commissioner, Public Works  
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Chief Administrative Officer

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**Attachments:**

- Attachment 1 – Preventative and Demand Maintenance Services for (HVAC) Heating, Ventilation and Cooling Equipment at Various City of Brampton Facilities