

<b>TO:</b>	<b>CHAIR AND MEMBERS FINANCE &amp; ADMINISTRATIVE SERVICES COMMITTEE MONDAY, FEBRUARY 27, 2012</b>
<b>FROM:</b>	<b>TOM JOHNSON MANAGING DIRECTOR - CORPORATE ASSETS</b>
<b>SUBJECT</b>	<b>TENDER 12-26 ELECTRICAL SERVICES</b>

<b>RECOMMENDATION</b>
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That on the recommendation of the Managing Director - Corporate Assets, the following actions **BE TAKEN** with respect to Tender 12-26:

1. That the bid submitted by Wilson & Associates, 453 Springbank Drive, London, Ontario N6J 1H3 for Electrical Services at various City Facilities at their tendered hourly rates, **BE ACCEPTED**,

Normal Working Hours

Master Electrician	\$ 40.00/hour
Electrician/Journeyman	\$ 40.00/hour
Apprentice	\$ 20.00/hour

Outside Normal Working Hours / Sunday / Holidays

Master Electrician	\$ 60.00/hour
Electrician/Journeyman	\$ 60.00/hour
Apprentice	\$ 30.00/hour

2. That Civic Administration **BE AUTHORIZED** to undertake all of the administrative acts that are necessary in connection with this contract;
3. That approval hereby given **BE CONDITIONAL** upon the Corporation entering into formal contract or issuing purchase orders or contract record relating to these matters of this approval.

<b>BACKGROUND</b>
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**Purchasing Process**

Five (5) submissions were received as a result of this tender call February 8, 2012 as summarized in Appendix "A" attached. The required documentation was reviewed by staff from Environmental Services to ensure that licenses, qualifications, safety and training requirements were met.

The contract is for a three (3) year period, and Wilson and Associates included in their tender a 5% increase in year two (2) and a 5% increase in year three (3) contract. After taking these increases into account over the three (3) contract term, Wilson and Associates remains the overall low bidder meeting the City's terms, conditions and specifications in all areas.

The tender included an option to renew the contract for an additional two (2) year period, at the absolute sole discretion of the City.

**Purpose**

The report is submitted to seek Council approval to enter into a contract with Wilson & Associates for Electrical Services in various City facilities.

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**Financial Impact**

Funding has been requested in the 2012 Operating Budget and various Capital Accounts and is subject to Council approval.

The estimated annual expenditure is \$850,000.00.

**Acknowledgements**

This report was prepared with the assistance of Paula Appleton, Technologist Facilities and Terri Sue Wyatt, Procurement Officer.

<b>SUBMITTED BY:</b>	<b>RECOMMENDED BY:</b>
<b>MIKE TURNER DEPUTY CITY TREASURER</b>	<b>TOM JOHNSON MANAGING DIRECTOR - CORPORATE ASSETS</b>

cc: Bill Campbell, Division Manager, Finance/ Facilities