

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON TUESDAY, FEBRUARY 26, 2013</b>
<b>FROM:</b>	<b>MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>
<b>SUBJECT:</b>	<b>SINGLE SOURCE SUPPLY &amp; INSTALL REPLACEMENT ROOFTOP UNIT FOR J. ALLYN TAYLOR BUILDING</b>

<b>RECOMMENDATION</b>
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That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer:

- (a) The actions taken to affect the replacement of the roof top unit at the J. Allyn Taylor Building at a cost of \$111,400 (excluding HST) **BE CONFIRMED** it being noted that the required work will be carried out by the current service provider Climate Control and a Purchase Order has been issued relating to the subject matter.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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- None.

<b>BACKGROUND</b>
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**PURPOSE**

This report is submitted for the purpose of informing Council of actions taken to affect the replacement of the Roof Top Unit at the J. Allyn Taylor Building as per section 14.4 (d) Single Source of the Procurement of Goods and Services Policy.

**CONTEXT**

The Roof Top Unit (RTU) which supplies fresh air into the building has failed and needs to be replaced. This unit was installed in 2003 and has shown no signs of failing during routine maintenance and inspections. The failure of the RTU was unexpected as the lifecycle for this piece of equipment is typically 15 years and would have been budgeted for replacement at that time.

Numerous attempts were made to repair combustion chamber component of the RTU without success. The manufacturer is no longer in business and replacement parts are not available.

This RTU pre-heats and pre-cools the fresh air before it is distributed to the secondary units on the floors below and is required to meet indoor air quality requirements in accordance with building code standards. Currently maintenance staff are trying to meet these standards by manually allowing limited fresh air into the building. This can only be done when the temperatures are above zero. This cannot be done during colder weather as equipment on lower floors could freeze potentially resulting in flooding conditions in the building.

The most cost effective solution was to replace the RTU with a similar unit that fits the existing opening and does not impact the structural loading on the roof.

The replacement unit is expected to be installed at the end of April 2013.

**FINANCIAL IMPACT**

Funding for this project can be accommodated within existing operating budgets.

**ACKNOWLEDGEMENTS**

This report was prepared by Tim Wellhauser, Facilities Division in consultation with John Freeman, Purchasing & Supply.

<b>SUBMITTED BY:</b>	<b>CONCURED BY:</b>
<b>BILL CAMPBELL DIVISION MANAGER, FACILITIES</b>	<b>MIKE TURNER DEPUTY CITY TREASURER</b>
<b>RECOMMENDED BY:</b>	
<b>MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>	

cc: John Freeman, Manger, Purchasing & Supply  
Mike Andryc, Manger, Facilities Operations & Maintenance