

## COUNCIL REPORT

M&C No.	2020 - 255
Report Date	October 20, 2020
Meeting Date	October 26, 2020
Service Area	Utilities and Infrastructure Services

His Worship Mayor Don Darling and Members of Common Council

***SUBJECT: Interior/Exterior Lighting Upgrades – TD Station***

***OPEN OR CLOSED SESSION***

This matter is to be discussed in open session of Common Council.

***AUTHORIZATION***

Primary Author	Commissioner/Dept. Head	City Manager
<b><i>Samir Yammine</i></b>	<b><i>Brent McGovern</i></b>	<b><i>John Collin</i></b>

***RECOMMENDATION***

It is recommended that the quotation submitted by Security Electrical Ltd., for the Lighting Upgrades at the TD Station in the amount of \$84,800 plus HST be accepted.

***EXECUTIVE SUMMARY***

The purpose of this report is to seek Council's approval to award the Lighting Upgrades at TD Station to the lowest compliant bidder.

***PREVIOUS RESOLUTION***

M&C 2019-312. It is recommended that the City enter into the Grant Agreement with Her Majesty the Queen in Right of Canada, as represented by the Minister of the Environment who is responsible for the Environment and Climate Change Canada under the Low Carbon Economy Fund (LCEF) for the Municipal Buildings Deep Energy Retrofit (MBDER) in the form and upon the terms and conditions as attached; and that the Mayor and Common Clerk be authorized to execute the said Agreement.

***REPORT***

**Analysis**

In November 2019, Council entered into a Grant Agreement with the Federal Government under the LCEF for MBDER.

The LCEF, which is 40% of the eligible cost, will be used toward the implementation of Energy Conservation Measures (ECM) on selected Municipal and Water Facilities.

The lighting upgrades at the TD Station are aligned with the LCEF criteria, the City of Saint John Corporate Greenhouse Gas (GHG) emissions and Energy Action Plan and the Climate Change Action Plan.

As part of the City Asset Management Program, staff has developed methodology, a Risk Rating System and criteria to identify assets that are considered high risk, have immediate impact on the Level of Service (LOS) and positive net present value. This project was selected using the following criteria:

- Alignment with asset management policy and capital investment policy;
- High risk assets using adopted risk rating framework to identify these assets;
- Level of impact on service to public and environmental effects;
- Net present value of asset renewal; and
- Greenhouse gas emissions impact.

The work consists of the installation of new LED lamps or luminaires, including lighting control throughout the TD Station with the exception of the ice surface area. A separate tender document will be issued at a later date to retrofit the lights over the ice surface area.

The current interior/exterior lighting system at TD Station is considered old and has surpassed its useful life.

The proposed Project upgrades will result in the following benefits to the City:

- Reduce the City energy cost by approximately \$6,500 annually
- Reduce City Capital Expenditure by \$44,452;
- Improve the indoor lighting quality and uniformity of the TD Station through the installation of state of art lighting and control systems;
- Reduce GHG emissions by 16 Tonnes of CO<sub>2</sub>; and
- Reduce maintenance cost by approximately \$2000 annually.

### ***STRATEGIC ALIGNMENT***

The Lighting Upgrades at the TD Station is clearly aligned with the following City plans, policies, Council Priorities, programs and practices:

- City of Saint John Corporate GHG and Energy Action plan to reduce GHG emissions by 30% by 2025 and achieve carbon neutral by 2040;
- City of Saint John Asset Management Policy objectives to apply risk-based decision and life-cycle costing principles to prioritize capital investment, identify alternative measures, facilitate the leveraging of infrastructure funding from external sources, and improve the reliability of customer service;

- City of Saint John Capital Investment Policy; and
- City of Saint John Climate Change Action Plan.

***SERVICE AND FINANCIAL OUTCOMES***

The total cost to complete the Lighting Upgrades at the TD Station, if awarded to the lowest bidder as recommended, will be \$84,800 plus HST.

This project is part of the MBDER, which has received funding from the LCEF. The Funding for this project will be provided by the Environment and Climate Change Canada under the LCEF (40% or \$33,920) and the NB Power Commercial Building Retrofit Program (\$6,532) with the remaining fund from the 2020 Capital Budget.

***INPUT FROM OTHER SERVICE AREAS AND STAKEHOLDERS – SUPPLY CHAIN MANAGEMENT***

A Request for Quotations (RFQ) was issued on September 28, 2020 and closed on October 15, 2020. Three (3) companies responded to the RFQ by submitting bids. The results are as follows (excluding HST):

<b>COMPANY NAME</b>	<b>QUOTED PRICE</b>
Leading Edge Electrical Inc.	\$157,500.00
Roadway Systems Ltd.	\$91,400.00
Security Electrical Ltd.	\$84,800.00

Staff of Supply Chain Management have reviewed the quotations and have found them to be complete and formal in every regard. Staff believes that the low bidder has the necessary resources and expertise to perform the work, and recommend acceptance of their quotation.

The above process is in accordance with the City’s Procurement Policy and Supply Chain Management support the recommendation being put forth.

***ATTACHMENTS***

N/A