



REQUEST FOR DECISION

RFD#

Date:

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Jason MacDonald, Deputy Chief Administrative Officer

DATE: February 4, 2019

SUBJECT: Library Heating System – **Carry Over**

ORIGIN: 2018/19 Capital Budget

LEGISLATIVE AUTHORITY: 37000-01 Procurement Policy and the MGA, Section 65 (z) Power to expend money states: *“The council may expend money required by the municipality for...acquisition of equipment, materials, vehicles, machinery, apparatus, implements and plant for a municipal purpose”.*

RECOMMENDATION: That \$100,000 be carried from the 2018/19 capital budget into the 2019/20 capital budget to replace or upgrade the existing heating system at the Four Fathers Memorial Library.

BACKGROUND: In the last 26 years the repairs to the heat pump system at the Four Father's Library have cost the Town \$160,876. However lately the frequency in repair has dramatically increased. Four of the heat pumps were replaced in 2016. \$100,000 was included in the 2017/18 Capital Budget to replace or upgrade the existing system to reduce cost and improve efficiency. A Design Build RFP was issued for the replacement of the HVAC heat pump system with a new air to air system. Three proposals were received and all were significantly over the allocated budget. The lowest proposed price was \$312,120.

DISCUSSION: Staff would like to solicit proposals to provide a new heating and cooling system and allow the proponents the option of what type of system to use. This MAY result in a more cost effective solution. Once the proposals are submitted and reviewed by staff, the recommended solution will be brought back to Council for approval, prior to procurement.

FINANCIAL IMPLICATIONS: \$100,000 be carried over into the 2018/19 Capital Budget. While staff are recommending that the original \$100,000 be carried over, there is no way to know what the potential solution will cost. There is a strong possibility that the recommended solution will be more than the budgeted \$100,000 and that additional funds will have to be allocated at the time of procurement.

COMMUNITY ENGAGEMENT: No public engagement is anticipated at this time, however, tenants of the building will be kept up to date on the project as required.



ENVIRONMENTAL IMPLICATIONS: The design/study portion of the project will review current technologies and select the most cost efficient and will include an environmental review prior to selection.

SOCIAL JUSTICE IMPLICATIONS: There are no social justice implications to the upgrading of the library HVAC system.

ALTERNATIVES:

1. Do not make upgrades to the system at this time;
2. Upgrade the existing heat pumps and do not explore alternative heating methods.

ATTACHMENTS:

None

Report prepared by: Jason MacDonald, Deputy CAO

Report and Financial approved by: