



**CHANGE ORDER APPROVAL  
RECOMMENDATION**

Meeting Date: July 2, 2020  
 Contact: Alexander Ralph  
 Contact No.: 604 829 2092

TO: Bid Committee  
 FROM: Chief Procurement Officer

**RECOMMENDATION**

Recommendation to approve changes to an existing contract with:

Division 15 Mechanical Ltd.  
 6582 144 Street, Surrey, BC V3W 5R4

In relation to Supply Agreement No. PS20160798 NEU Energy Transfer Station Expansion.

The Chief Procurement Officer recommends that the Bid Committee approve a change order to the following contract, under the authority of the City’s Procurement Policy ADMIN-008.

Contract Number:	PS20160798 NEU Energy Transfer Station Expansion
Description of the Goods or Service:	The services include the supply and installation of energy transfer stations (ETS) as part of the Neighbourhood Energy Utility (NEU) expansion. The work under the contemplated Change Order is for the installation of four additional ETS in 2020.
Vendor:	Division 15 Mechanical Ltd.
Original contract value/term	The initial term of the contract is approximately is three years, with two one year extension options. The initial contract value is \$1,041,382.00, plus applicable taxes, over the initial term of the contract.
Recommended cumulative value of change orders	\$839,719.00 plus applicable taxes.
New contract value	\$1,881,101.00, plus applicable taxes.

Reason for Change Order	There is a requirement to use the extension options contemplated in the original contract to install four additional ETS in 2020.
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## **DECISION**

The Bid Committee approved the recommended change order to the contract with Division 15 Mechanical Ltd.in relation to Supply Agreement PS20160798 NEU Energy Transfer Station Expansion, under the authority of the City's Procurement Policy ADMIN-008.