



REPORT FOR ACTION

Elevator and Escalator Testing, Repairs and Maintenance Services Agreement

Date: May 30, 2019
To: The Board of Governors of Exhibition Place
From: Dianne Young, Chief Executive Officer
Wards: All

SUMMARY

This report recommends approving an agreement with CEE Elevator Service Ltd. ("CEE") for the non-exclusive provision of elevator and escalator testing, repairs and maintenance services for a one-year term with three (3) additional one-year options to renew. This recommendation follows the competitive Request for Quotation process undertaken by Exhibition Place considering three (3) companies that have experience providing these services.

RECOMMENDATIONS

The Chief Executive Officer recommends that:

1. The Board of Governors approve an agreement with CEE Elevator Service Ltd. for the non-exclusive provision of elevator and escalator testing, repairs and maintenance services for a one-year term with three (3) additional one-year options to renew on the terms and conditions set out in this report and such other terms and conditions required by the Chief Executive Officer and City Solicitor.

FINANCIAL IMPACT

The funding for elevator and escalator testing, repairs and maintenance services is provided for in the 2019 Operating Budget, and will be provided for in the 2020, 2021 and 2022 Operating Budgets as required.

Annually the cost of these services ordered as required is in the amount of \$200,000.00 for labour and materials, exclusive of HST.

DECISION HISTORY

The Exhibition Place 2017 – 2019 Strategic Plan has a Public Space and Infrastructure Goal to ensure our State-of-Good Repair plan and process is adequately linked to our capital plan and as a Strategy to support this goal we will increase our preventative maintenance program to maintain facilities and rolling assets in good working order.

At its meeting of October 25, 2013 the Board approved of an award to CEE for the provision of elevator and escalator testing, repairs and maintenance services for a one-year period with the option to extend for an additional three one-year periods.

[https://www.explace.on.ca/files/file/58bedcac0525a/Item-7-CCE\(1\).pdf](https://www.explace.on.ca/files/file/58bedcac0525a/Item-7-CCE(1).pdf)

Prior to expiry of the then-current agreement, Exhibition Place issued a Request for Quotation through City of Toronto Purchasing and Materials Management Division with submissions received exceeding the budget available. A subsequent City-wide Request for Quotation closed with the same result. CEE has continued to provide services at the rates charged under the previous agreement during this time.

COMMENTS

The Request for Quotation for elevator and escalator testing, repairs and maintenance services was issued by Exhibition Place on April 15, 2019 and three (3) quotations meeting specifications were received from CEE, Performance Elevator and Schindler Elevator Corporation.

The RFQ detailed the Board's specific requirements which included hourly rates for elevator and escalator repairs, fixed rates for monthly maintenance services and an allowance for parts.

CEE was founded in Ajax, Ontario in 1978. The firm has 37 employees and is currently under contract with organizations such as the University of Toronto and Toronto District School Board.

Terms and Conditions:

The substantial terms and conditions of the agreement with CEE are as follows:

- Term: One year from date of issue, on an as required non-exclusive basis, with the option to extend for three (3) additional separate one-year periods subject to satisfactory performance review and budget availability.
- Hourly rates:
 - Elevator mechanic, 8:00 a.m. to 5:00 p.m., \$182.50/hour
 - Elevator adjuster, 8:00 a.m. to 5:00 p.m., \$203.20/hour
 - Helper, 8:00 a.m. to 5:00 p.m. \$136.85/hour
 - Markup on materials, 15%
- Pricing: Pricing is to be fixed during the first year of the Agreement in accordance with the terms of the Request for Quotation.

- Assignment: The agreement shall not be assigned by CEE without written consent of the Board.
- Insurance: Proof of insurance shall be provided in a form and amount satisfactory to the Board and containing provisions including the Board and the City of Toronto as additional insured with a cross liability/severability of interest clause of standard wording.
- Collective Agreements: Compliance is required with all trade union/association agreements affecting work done on the grounds.
- Extensions: Increases in pricing for three one-year options will be based on the Consumer Price Index (CPI), all items, Toronto and calculated three months prior to expiry of then current year agreement
- Additional Clauses: The agreement shall include other standard commercial terms respecting termination and other matters in a form satisfactory to the City Solicitor and the Chief Executive Officer.

CONTACT

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SIGNATURE

Dianne Young
Chief Executive Officer

ATTACHMENTS
