



Committee Report

To:	Warden McQueen and Members of Grey County Council
Committee Date:	November 12, 2020
Subject / Report No:	HDR-CW-10-20
Title:	Unbudgeted Capital Purchase
Prepared by:	Anne Marie Shaw
Reviewed by:	Kim Wingrove
Lower Tier(s) Affected:	
Status:	Recommendation adopted by Committee as presented per Resolution CW192-20; Endorsed by County Council November 26, 2020 per Resolution CC93-20;

Recommendation

1. That Report HDR-CW-10-20 regarding an unbudgeted capital purchase in 2020 be received; and
2. That staff be authorized to procure and fund the replacement of one of the HVAC systems at the administration building in 2020; and
3. That the unbudgeted replacement cost for this HVAC system be funded from surplus funds projected in the 2020 Housing budget.

Executive Summary

Housing staff is requesting permission to procure and fund one of the HVAC systems as the system is no longer working. The system is budgeted in the 2021 capital budget but cannot wait until 2021.

Background and Discussion

One of the HVAC systems that supplies heat to the Finance and Transportation department at the Administration Building has quit working. The unit is 16 years old and the cost of repairing the unit is \$3,900 plus applicable HST. The unit is scheduled to be replaced in the 2021 capital budget.

At the time of writing this report staff received two quotes for the HVAC system. The lowest quote is \$15,500 plus applicable HST for a total of \$15,772.80. There is \$17,500 in the 2021 capital budget for this project.

Staff is seeking council's permission to procure and fund the HVAC unit in 2020.

Legal and Legislated Requirements

None.

Financial and Resource Implications

Two out of three quotes received at the time of writing this report. The replacement cost is \$15,772.80. The project will be funded from surplus funds in the 2020 Housing budget.

Relevant Consultation

Internal
Finance Department

External

Appendices and Attachments

None.