



**Title:** Duct Cleaning Contract Extension  
**Report Number:** PWCS2021-30  
**Meeting Date:** Tuesday, April 20, 2021  
**Report Prepared:** Wednesday, April 7, 2021

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### **RECOMMENDATION(S):**

1. That Council authorize the extension of the contract with Ontario Duct Cleaning to complete additional work at City Hall and the Municipal Operations Centre in the amount of \$3,160 (plus HST) and \$545 (plus HST) respectively, and,
2. That funding for this project be allocated from the 2021 Covid-19 Recovery Fund.

### **REPORT:**

Recent renovations at City Hall and the nature of the normal operations at the Public Works Yard have prompted the need to increase our diligence to address potential air quality issues at these facilities. Given the current public health concerns regarding the spread of COVID-19 it is appropriate to inspect and clean the ductwork at these facilities while they are closed to the public.

Earlier this year staff engaged the services of Ontario Duct Cleaning to complete this service at the Senior's Centre, Port Robinson Community Center and Cemetery facilities. The quotations from Ontario Duct Cleaning are reasonable given the scope of work involved and staff recommended that the contract be extended accordingly.

### **BUDGETARY STATUS:**

Funding for this work (\$3,705 plus HST) was not approved in the 2021 Budget but is an eligible expense under the Provincial 2021 Covid-19 Recovery Fund.

### **STRATEGIC PLAN:**

Service Modernization

### **CANADIAN CONTENT:**

N/A

**ATTACHMENTS:**

N/A

**PREPARED BY: “original signed” Curtis Dray, Manager of Community Services**

**SUBMITTED BY: “original signed” Geoff Holman, Director of Public Works and Community Services**

**APPROVED BY: “original signed” Manoj Dilwaria, Chief Administrative Officer**