



INFORMATION MEMORANDUM

TO: Mayor and City Council

FROM: Kevin Muenchow, Fleet and Facilities Director

DATE: August 21, 2018

SUBJECT: Purchase of Replacement Generator for City Hall

The FY2017-18 Fixed Asset Fund for vehicle/equipment replacement includes the replacement of the City Hall generator. The generator is 29 years old, which meets the recommended generator replacement criteria to ensure future generator reliability during outages and supports the Infrastructure and Assets Guiding Principle.

City building generators are set up on 25 to 30 year replacement interval, which aligns to industry standards. The City Hall generator provides backup power to the building, but also the City's Information Services Department server room that supports the entire City Network.

The project has the following additional cost elements

- Removal and replacement of a concrete pad
- Cost to remove existing generator
- Cost to install new generator
- Cost to provide a rental backup generator during the installation

Administration is currently obtaining quotes for these services to complete the project. Once the generator is replaced, the old generator will be moved to the Service Center to be sold in the City Auction.