



# REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8  
Telephone: (250) 960-4400 / Fax: (250) 563-7520  
Toll Free: 1-800-667-1959 / [www.rdffg.ca](http://www.rdffg.ca)

## REPORT FOR CONSIDERATION

TO: Chair and Directors

File No.: BUI CON 1.6

FROM: Gina Layte Liston, Senior Manager of Environmental Services

DATE: March 1, 2024

SUBJECT: 155 George Street HVAC Assessment and Sustainable Replacement Options Analysis  
SUMMARY: Purpose: Consider Competitive Bid Process

Attachments: None

Previous Reports: None

### RECOMMENDATION(S):

1. THAT the report be received.
2. THAT a competitive bid process be entered into for the provision of the 155 George Street HVAC assessment and sustainable replacement options analysis.

ENTITLEMENT	HOW VOTE COUNTED
All 1 Director/1 vote	Majority
All Weighted	Majority

### ISSUE(S):

The Regional District's 155 George Street Office's heating, ventilation, and air conditioning (HVAC) system was installed when the building was constructed in 1999. In late 2022, the office building suffered failures of some of its heating boilers; due to these failures the building's heating system was operating at thirty-three percent. With direction from the Board in July 2023, one of the four boilers was replaced which brought the system back to 50% capacity. With further examination, the HVAC system condition has shown that integral parts have worn out from age and usage, and there is an increased risk for failure of this equipment unless it is replaced. Board directed Environmental Services Administration research more sustainable or environmentally friendly heating and cooling options for the building.

The Board is being asked to consider entering into a competitive bid process for the provision of a 155 George Street office building HVAC assessment and sustainable replacement options analysis which will further assist in future decision making.

### RELEVANT POLICIES:

1. Policy RD-03-09: Procurement of Goods and Services
  - provides for procurement levels and limits.

### STRATEGIC ALIGNMENT:

- Climate Action     
  Economic Health     
  Indigenous Relations     
  Strong Communities  
 None – Statutory or Routine Business

**SERVICE RELEVANCE:**

The 155 George Street Office building is the main office building in which staff work and Regional District services are provided to the public. The building's heating system is key to delivering year-round service of Regional District business.

**FINANCIAL CONSIDERATION(S):**

Budget implications for the 155 George Street HVAC Assessment and Sustainable Replacement Options Analysis are reflected in the 155 George Street Office Building Budget (1412).

**OTHER CONSIDERATION(S):**

N/A

**DECISION OPTIONS:**

1. Approve recommendation.
  - a competitive bid process will be entered into for the provision of the 155 George Street HVAC assessment sustainable replacement options analysis.

Other Option:

- a. do not approve entering into a competitive bid process for the 155 George Street HVAC assessment and sustainable replacement options analysis.
  - would result in increasing risk of failure of the heating system when the entire system is needed.

**COMMENTS:**

Environmental Services Administration recommends that a competitive bid process be entered into for the 155 George Street HVAC assessment and sustainable replacement options analysis.

Respectfully submitted,

"Gina Layte Liston"

Gina Layte Liston  
Senior Manager of Environmental Services

GLL:jt