



# Staff Report to Council - for Direction

**Title:** Facilities & Museum - Pre-Budget Approval Request for HVAC

**From:** Sean Morphy, Deputy Chief Administrative Officer

**Date:** May 15, 2025

**Report Number:** CAO-2025-010

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## Staff Recommendation:

That approval be given, in advance of the 2026 capital budget approval, to commit to the purchase and replacement of four HVAC rooftop condensing units at the Bruce County Museum & Cultural Centre with a proposed budget of \$589,000.

## Report Summary:

As we have experienced in recent years, supply chain delays are still impacting the County's ability to procure HVAC equipment in a timely manner. It is recommended that the tender for the replacement of four HVAC rooftop condensing units, scheduled for replacement in 2026, be tendered as part of a similar tender in 2025 to ensure timely delivery during favorable installation months in 2026.

## Background/Analysis:

In consultation with DEI Consulting Engineers, it has been identified that four rooftop condensing units at the Bruce County Museum & Cultural Centre which are scheduled for replacement in 2026 have significant lead times. Waiting until 2026 to tender the replacement of these units means it is likely the units would not be replaced until spring of 2027 due to the long lead times and seasonal weather openings where it is favorable to replace the rooftop units. The Facilities team is currently working on a tender for other work to be performed at the Bruce County Museum & Cultural Centre in 2025. Included in this scope is the replacement of an additional rooftop HVAC unit on an adjacent roof as well as additional HVAC work to create redundancy in critical conditioning equipment. Combining these items within one tender will not only ensure the installation in 2026 but also see cost saving efficiencies. It is recommended both by Bruce County Facilities staff and DEI Consulting Engineers that the four rooftop condensing units set for replacement in 2026 be incorporated in the 2025 tender to ensure delivery and installation of the units in 2026.

## Financial/Staffing/Legal/IT Considerations:

The Capital Project in the 2026 budget is MU-2027-002 HVAC Condensing Units with a proposed budget of \$589,000. There would be no cost incurred by the County in 2025.

**Interdepartmental Consultation:**

The Corporate Services Department was consulted during the preparation of this report regarding financing requirements.

**Link to Strategic Goals and Objectives:**

Community and Partnerships - Build a strong and inclusive community

Environment and Climate Change - Build capacity to adapt to and mitigate the impacts of climate change

**Report Author:**

Brett McMullen, Project Technologist

**Departmental Approval:**

Tony Ban, Facilities Manager

**Approved for Submission:**

Sean Morphy, Deputy Chief Administrative Officer