



# City of Richmond

May 18, 2010

File:

**Business & Financial Services Department**  
**Finance Division**  
Telephone: 604-276-4218  
Fax: 604-276-4162

**Re: Notice of Intent to Contract - 3952F - HVAC Contractor**

The City of Richmond intends to enter into a contract with Airon Heating and Air Conditioning Ltd. for the service and repair on existing HVAC and associated Building Automation Controls Systems. This contract includes possible installation of new HVAC systems and associated Building Automation Controls Systems. Contract is valid for repairs or new installations up to approximately \$ 75,000.00 per repair/installation.

The contract is valued at approximately \$500,000.00. The contract term is one year.

Anyone requesting more information and/or requesting that this contract be offered by way of a public competitive procurement process is asked to contact Syd Stowe, Manager, Purchasing, in writing by fax to 604-276-4162 or by email to [purchasing@richmond.ca](mailto:purchasing@richmond.ca)

Closing Date and Time: 12:00 PM, Local Time, Tuesday, May 25, 2010.

Yours truly,

*Daianna Panni*  
*Buyer I - Contracting Specialist*

ddp