



COUNCIL REPORT

To: Mayor and Council

Date: April 14, 2026

From: Ron Bowles, Chief Administrative Officer

Subject: **Expenditure Approval Request – EV Charger Installation RFQ Award**

Prepared by: Chris Anderson, Public Works Manager

Reviewed by: Patrick Pulak, General Manager of Operations

RECOMMENDATION:

THAT the additional budget of \$87,200 for EV Charger Installation (the “Project”), be funded from the Local Government Climate Action Program (LGCAP) grant funding;

AND THAT the 2026-2030 Financial Plan be amended accordingly;

AND FURTHER THAT the Mayor and Corporate Officer be authorized to execute the agreements and contracts associated with the Project.

STRATEGIC AREA(S) OF FOCUS

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

BACKGROUND

“District of West Kelowna Delegation of Council Authority Bylaw 2010 No. 0101” (as amended) restricts the ability of the Mayor and Corporate Officer to execute agreements over \$250,000, as follows:

Contracts to supply services or goods not to exceed an aggregate amount of \$75,000 per annum, subject to funding contained within an approved financial plan; and up to \$250,000 per annum, subject to funding contained within an approved financial plan and with the approval of the Chief Administrative Officer[.]

Council considered and approved funding in the amount of \$614,000 for EV Charger Installation (the “Project”) as part of the 2024 Capital Budget. As staff are now ready to proceed with the installation phase of the Project, staff are seeking Council’s approval to

expend the allocated funds, as well as authorization for the Mayor and Corporate Officer to execute the agreements and contracts associated with this project.

ANALYSIS

As part of Council’s previously approved C2024-41 Emission Reduction Project, staff have procured all necessary charging units and have finalized the required civil and electrical designs required to supply both CWK Fleet and public EV charging as follows:

- CWK Fleet: Mt. Boucherie location within the gated arena area. One Level 2 pedestal with a total of 2 charging cables. CWK Fleet: Operations Center location within the gated compound. One Level 3 pedestal, and two Level 2 pedestals for a total of 5 charging cables (one Level 3).
- City Hall – Public Facing: Upgrading the two existing Level 2 pedestals to two, revenue generating, Level 3 pedestals with a total of 2 charging cables.

As background, the City currently has a total of 13 EV/BEV (6 full battery and 7 Battery/Engine (hybrid)) units throughout the City Fleet. The City’s only existing and dedicated charging options are located at the City’s two water treatment plants. These existing locations do not provide efficient charging options for the CWK’s other EV Fleet located throughout the rest of the organization.

With the public facing replacements at City Hall, staff will have the flexibility to set charging rates, in a yet to be determined reasonable fashion. In addition, these Level 3 replacements are considered “fast charging” units for users visiting the City Hall facility. The existing Level 2 units are being considered for repurposing for CWK Fleet needs as part of the City Hall parking lot project.

With the finalized civil and electrical designs, a Request for Quotation (RFQ) was issued by the City to BC Bid on February 13, 2026 closing on March 16, 2026. The RFQ had 8 submissions submitted as follows in Table No.1:

Table No.1

	EV Charger Install	Civil Works	Total (GST Extra)
Quantus Electric	\$251,500.00	\$23,700.00	\$275,200.00
Westcana Electric Inc	\$216,273.67	\$75,713.33	\$291,987.00
Timberwolf Enterprises	\$236,941.19	\$74,993.85	\$311,935.04
Twincon Enterprises Ltd.	\$232,344.90	\$125,009.40	\$357,354.30
RZX Construction Ltd	\$261,640.65	\$159,972.65	\$421,613.30
Houle Electric Limited	\$242,285.27	\$182,315.78	\$424,601.05
AMOR ENERGY CORPORATION	\$340,789.00	\$135,248.00	\$476,037.00
Parke Pacific Projects Ltd.	\$480,199.09	\$95,726.87	\$575,925.96

FINANCIAL IMPLICATIONS

To date, the procurement of the six charging units (\$227,000) and design requirements (\$119,000) for these three installation locations have cost a total of \$346,000. These expenditures have been funded from the \$614,000 C2024-41 Emission Reduction Project. After these expenditures a carryforward of \$268,000 remains.

The required budget to successfully complete the installation portion of this EV charging project is as follows:

- Low Bid = \$275,200
- Engineering Construction and Closeout Services = \$20,000
- 20% contingency = \$60,000
- Total project completion budget needs = **\$355,200**

Given the existing carryforward of \$268,000 from the C2024-41 Emission Reduction Project, there is a difference of \$87,200 of budget required to be approved by Council to complete the Project and staff recommends that this be funded from the Local Government Climate Action Program (LGCAP) grant funding, and that the 2026-2030 Financial Plan be amended accordingly.

CONCLUSION

The majority of the funding required for this EV Charger Installation project was previously considered and approved by Council as part of the 2024 Capital Budget with the C2024-41 Emission Reduction Project.

Staff are seeking Council's authorization to expend the allocated funds, request an additional \$87,200 from the LGCAP grant funding, and for the Mayor and Corporate Officer to execute the agreements and contracts associated with this project.

Alternate Option 1:

THAT the additional budget of \$87,200 for EV Charger Installation (the "Project"), be funded from the Capital reserve;

AND THAT the 2026-2030 Financial Plan be amended accordingly.

Alternate Option 2:

THAT the additional budget of \$87,200 for the EV Charger Installation (the "Project") be denied.

Should Council deny the additional budget, further direction to staff on how to proceed with the completion of the C2024-41 Emission Reduction Project is requested.

PowerPoint: Yes No

Attachments:

None.