

Municipality Of Chatham-Kent
Infrastructure and Engineering
Housing Assets

To: Mayor and Members of Council

From: Alain Sasseville, C.E.T.
Manager,
Housing Assets, South

Date: December 3, 2019

Subject: Contract (T19-410): Chatham Kent Housing Assets Janitorial Services

Recommendations

It is recommended that:

1. Contract (T19-410), Chatham-Kent Housing Assets Janitorial Services, in the total amount of \$299,757.36 for three years (including H.S.T.) be awarded to Star Janitorial Services.
2. This Contract be reviewed following the first and the second year with the option for renewal with all funding to be provided each year from the Housing Assets Lifecycle account.
3. Administration be authorized to negotiate these one-year contract extensions in each of 2021 and 2022, subject to contractor performance.
4. The Mayor and Clerk be authorized to sign the necessary agreement.

Background

Chatham-Kent Housing Assets owns and maintains 709 social housing units in 52 buildings located in various locations within the Municipality.

On November 8, 2019 Chatham-Kent Housing Assets released a Janitorial Services tender for janitorial services and unit turnover cleaning for the 2020 fiscal year with the option for two, one-year renewals based on performance for ten unstaffed locations.

Comments

Tenders closed on Thursday, November 28, 2019 and the results are as follows.

Chatham-Kent Housing Assets Janitorial Services (T19-410)		
Rank	Company Name	Amount (including H.S.T.)
1.	Star Janitorial o/b Mark Krol, Chatham ,ON	\$299,757.36
2.	Winmar o/b CKRE, Chatham, ON	\$508,500.00
3.	Cheema Cleaning Services Ltd, Caledon, ON	\$512,500.20 (rejected bid)
4.	SQM Janitorial Services Inc. Mississauga, ON	\$688,102.20

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

- Economic Prosperity:
Chatham-Kent is an innovative and thriving community with a diversified economy
- A Healthy and Safe Community:
Chatham-Kent is a healthy and safe community with sustainable population growth
- People and Culture:
Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community
- Environmental Sustainability:
Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

- Financial Sustainability:
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance:
The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership
- Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

The tenders were opened by the Purchasing Officer and reviewed by the Housing Services Division.

Financial Implications

The project will be funded from the 2020 Housing Assets Lifecycle budget.

The project summary is as follows:

Recommended Tender (including H.S.T)	\$ 299,757.36
Less H.S.T Rebate	-\$ 30,609.21
Total Project Cost	\$ 269,148.15
Project Funding (Social Housing Assets Capital Lifecycle)	\$ 269,148.15

Prepared by:

Reviewed by:

Alain Sasseville, C.E.T.
Manager of Housing Assets, South
Housing Assets

Tim Dick, C.E.T.
Director
Drainage, Asset and Waste Management

Reviewed by:

Thomas Kelly, P.Eng.,MBA
General Manager
Infrastructure and Engineering Services

Consulted and confirmed the content of the consultation section of the report by:

Jennifer Scherle,
Purchasing Officer

Attachment: None

C: Purchasing Officer

p:\rtc\infrastructure and engineering\i & es\2020\c-k housing assets janitorial services contract (t19-410).docx