Report of the Standing Policy Committee on Public Works dated March 5, 2002

Award of Building Cleaning Services Contracts for the following facilities under Tender No. 1 - 2002

A) 185 King Street - Common Area and Water and Waste Offices 4th Floor
B) 227 Provencher Boulevard - Court of Queens Bench
C) 849 Ravelston Avenue
D) 1168 Dakota Street
E) 2724 Pembina Highway
F) 1539 Waverley Street

File GL-9 (Vol. 17) [c/r FB-1 (Vol. 7)]

1. The Standing Policy on Public Works has been advised that the Public Works Department, Building Services Division in January 2002, initiated the tender call for Building Cleaning Services at the above-referenced locations. The bid closed on January 31, 2002 and the bid prices are open for acceptance until April 2, 2002.

In response to the Tender call, five (5) companies returned bids.

Bidder	Alternative 1 Award as a Whole	Alternative 2 Award by Section
Correia Enterprises t/a Bee Clean	Locations A-F $450,440.00	Locations A-F $450,440.00
A. Leader Building Cleaning Services of Canada Ltd.	Locations A-F $349,715.84	Locations A-F $349,715.84
TITAN Building Maintenance Ltd.	Locations A-F $362,368.00	Locations A-F $362,368.00
MacDonald Building Maintenance	No Bid	Locations D and E $64,800.00
Venture Cleaning Services Ltd.	No Bid	Location F only $91,037.44*

* A correction was made to the price, as noted, on the "Comparison of Tender" form to reflect the difference between the Unit Price and the Total Price as listed in Form B.

Materials Management has identified on the "Comparison of Tenders" form that three submissions were accompanied by Bid Bonds, one by a Letter of Credit for $3,000.00 and two by Certified Cheque for $11,534.76. All have been certified by the Legal Services Division.

The bid submitted by A. Leader Building Cleaning Services of Canada Ltd. with respect to Locations B, C, and F is the low responsive bid and meets all the qualifications. The bid submitted by TITAN Building Maintenance Ltd. with respect to Location A is the low responsive bid and meets all the qualifications. The bid submitted by MacDonald Building Maintenance with respect to Locations D and E is the low responsive bid and meets all the qualifications.

The Contract Administrator is of the opinion that A. Leader Building Cleaning Services of Canada Ltd., TITAN Building Maintenance Ltd., and MacDonald Building Maintenance have the necessary resources and experience to perform all of the work in accordance with the specifications.

These contracts cover Building Cleaning Services for a thirty-two (32) month term at all 6 locations, which runs from May 01, 2002 to December 31, 2004.

Total cost to the City for the full term of these Contracts is $283,560.00 plus G.S.T.

Yearly estimated costs are as follows:

2002	$ 70,890.00 plus G.S.T
2003	$106,335.00 plus G.S.T
2004	$106,335.00 plus G.S.T

Funding for these Contracts has been identified in account number 53-552103-251102.

City Council must approve the awarding of these contracts as funds are being committed from future budgets.

The Financial Impact Statement is shown on Attachment “A”.

The Standing Policy Committee on Public Works recommends:

I. That a contract be awarded to A. Leader Building Cleaning Services of Canada Ltd. for the above work at Locations B, C, and F for a thirty-two (32) month term, May 1, 2002 to December 31, 2004, costing $172,616.00 plus G.S.T.

II. That a contract be awarded to TITAN Building Maintenance Ltd. for the above work at Location A for a thirty-two (32) month term, May 1, 2002 to December 31, 2004, costing $46,144.00 plus G.S.T.

III. That a contract be awarded to MacDonald Building Maintenance for the above work at Locations D and E for a thirty-two (32) month term, May 1, 2002 to December 31, 2004, costing $64,800.00 plus G.S.T.

IV. That the Manager of Materials be authorized to issue Purchase Orders for the above contracts.

V. That the Proper Officers of the City be authorized to do all things necessary to implement the foregoing, including the execution of any documents related thereto.

Attachment "A" referred to in Clause 1 of the Report of the Standing Policy Committee on Public Works dated March 5, 2002

Financial Impact Statement

Date: February 12, 2002

Project Name:

First Year of Program 2002

Award for Building Cleaning Contracts Under Tender #1-2002

	2002	2003	2004	2005	2006
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ 73,017	$ 109,525	$ 109,525	$ -	$ -
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 73,017	$ 109,525	$ 109,525	$ -	$ -
Less: Existing Budget Amounts	73,017	-	-	-	-
Net Budget Adjustment Required	$ (0)	$ 109,525	$ 109,525	$ -	$ -

Additional Comments:

The FIS reflects that the 2002 budget includes the direct costs for this tender but the 2003 and 2004 budgets do not as yet.

(Original signed by J. Hibbert)
for Manager of Finance & Administration

Approved by Supervisor of Financial Services: ☒