

# Municipality of Lakeshore – Report to Council

## Operations

## Roads, Parks & Facilities



**To:** Mayor & Members of Council  
**From:** Jeff Wilson, Division Leader – Roads, Parks & Facilities  
**Date:** March 4, 2022  
**Subject:** Janitorial Services Contract Two Year Extension

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### Recommendation

Approve an extension to the existing Janitorial Services Contract for an additional 2-year term with Krautner Janitorial Inc. in the amount of \$188,022.78 (including non-recoverable HST), as presented at the March 29, 2022 Council meeting.

### Background

The Request for Proposal (RFP) for the original contract was publicly advertised in The Windsor Star on October 27, 2018 and closed on November 14, 2018. There was a total of two (2) proposals submitted for the original Janitorial Services Contract. The contract was awarded by Council on December 4, 2018 to Krautner Janitorial Inc.

The original contract covered a term of three (3) years, with the option for the potential of a two (2) year contract extension. The contract extension was subject to approval by Council, pending Administration's recommendation based on the performance under the original three (3) year contract term.

The Janitorial Service Contract is comprised of the following ten (10) sites as listed below:

1. Town Hall - 419 Notre Dame St., Belle River
2. OPP Detachment - 775 Notre Dame St., Belle River
3. Water Treatment Plant - 492 Lakeview Drive, Belle River
4. Comber Community Centre - 7100 Community Centre Street, Comber
5. Libro Community Centre - 1925 South Middle Road, Woodslee
6. Fire Station #3 (Head Quarters) - 592 St. Charles Street, Belle River
7. West Public Works Garage - 1089 Puce Road
8. East Public Works Garage - 2095 County Road 31
9. Stoney Point Water Treatment Plant - 7011 St. Clair Road
10. Lakeshore Operations Centre - 304 Rourke Line

## Comments

The contract extension would continue the janitorial services with Krautner Janitorial Inc. for an additional two (2) year period ending on December 31, 2023 for all locations as listed.

Administration has been satisfied with the performance of Krautner Janitorial Inc. during the existing contract duration.

Further, Administration has contacted Krautner Janitorial Inc. and they have formally confirmed that they will maintain the original contract price for the two (2) year term extension.

As such, Administration recommends that the Janitorial services contract be renewed with Krautner Janitorial Inc.

## Financial Impacts

The total contract cost is \$188,022.78 (including non-refundable HST) which is equivalent to an annual cost of \$94,011.39 (including non-refundable HST).

There is no budget impact as this annual cost has been approved in the Facilities Operations budget in 2022.

This will extend the contract until December 31, 2023, after which this contract will need to be publicly tendered and awarded in accordance with the provisions set out in Lakeshore's Purchasing Bylaw.

## Report Approval Details

Document Title:	Janitorial Services Contract Two Year Extension.docx
Attachments:	
Final Approval Date:	Mar 24, 2022

This report and all of its attachments were approved and signed as outlined below:

Krystal Kalbol

Justin Rousseau

Kristen Newman

Truper McBride