



July 22, 2013

City Council Committee Report

TO: Mayor and Council

FR: Richard Perchuk, Operations Manager

RE: School Crossing Guard Tender – Two Year Contract: 2013-2014-2015

Recommendation:

That the only tender to provide School Crossing Guard Service for the 2013-2014 school year and the 2014-2015 school year, HST extra, be received:

Alpine Janitorial (Kenora) Inc.

Year 2013 – 2014	\$56,400.00	HST extra
Year 2014 – 2015	\$56,400.00	HST extra

That the tender received from Alpine Janitorial (Kenora) Inc., in the amount of \$112,800.00, HST extra, be hereby accepted.

Background:

The City of Kenora’s School Crossing Guard Service contract expired June of 2013. A tender was released to provide service to six (6) locations for a two year term covering the 2013– 2014 school year and the 2014 – 2015 school year. A two year contract eliminates unnecessary workload and is in keeping with other tenders of this nature.

The advertised tender closed Wednesday, July 17, 2013, with Alpine Janitorial Kenora Inc., being the sole bid received in the amount of \$112,800.00, HST extra, for a two year period. The yearly breakdown, HST extra, is as follows:

Year 2013 – 2014	\$56,400.00	HST extra
Year 2014 – 2015	\$56,400.00	HST extra

The previous two year contract (2011/2012/2013) was awarded to the same company, which was the only bid received, in the amount of \$102,084.00, excluding HST.

The 2014 Operating Budget allocation request will be increased to \$57,400 to accommodate the increase.

Clause 5.0, Terms and Conditions, allows the City the right to cancel any of the specified school crossing guard locations prior to the award of the tender and after the award of tender and absolves the City of the any obligation under the contract when service is interrupted by strike, walk-out or by reason of any “Act of God”

Budget: 2013 Operating Budget

Communication Plan/Notice By-law Requirements:

Resolution

Distribution: R. Perchuk, M. Vogrig, KCDSB, KPDSB