



The Corporation of the Town of LaSalle

To: Mayor and Members of Council
Prepared by: Mark Masanovich, Manager, Fleet & Facilities
Department: Public Works
Date of Report: September 30, 2020
Report Number: PW-20-20
Subject: Janitorial Contract Extension

Recommendation

That the report of the Manager of Fleet and Facilities dated September 30, 2020 (PW-20-20) regarding the janitorial contract extension BE RECEIVED and further that an extension of the Krautner Janitorial contracts for the LaSalle Civic Centre, LaSalle Police Service, and LaSalle Fire Service facilities BE AUTHORIZED for a period of three (3) years (ending August 31, 2023) at the 2019 rates with an option for a further two (2) year extension (ending August 31, 2025); and that the corresponding By-laws BE ADOPTED during the By-law stage of the Agenda.

Report

As Council is aware, for the past six years Krautner Janitorial has been providing janitorial services at the LaSalle Civic Centre, LaSalle Police Service, and LaSalle Fire Service facilities by entering into contracts with the Town. These contracts were amended in March 2018 due to changes from Bill 148. In those amended contracts, the following rates were established:

CIVIC CENTRE	
	Monthly Rate (+HST)
Jan 1-Dec 31, 2018	\$13,763
Jan 1-Dec 31, 2019	\$14,308
Jan 1-Aug 31, 2020	\$14,308

POLICE SERVICE FACILITY	
	Monthly Rate (+HST)
Jan 1-Dec 31, 2018	\$5,241
Jan 1-Dec 31, 2019	\$5,449
Jan 1-Aug 31, 2020	\$5,449

FIRE SERVICE FACILITY	
	Monthly Rate (+HST)
Jan 1-Dec 31, 2018	\$1,638.67
Jan 1-Dec 31, 2019	\$1,687.01
Jan 1-Aug 31, 2020	\$1,687.01

Krautner Janitorial has offered the Town to extend the current contract for a three (3) year period ending August 31, 2023 at the 2019 rates with an option for a two (2) year extension ending August 31, 2025.

The Town has had much success with Krautner Janitorial in terms of their cleaning services at the Civic Centre, Fire and Police facilities as well as other areas throughout the Town. They have been especially helpful during the COVID-19 outbreak by adapting their schedule and being able to increase their cleaning frequency. In addition, Krautner has been able to assist the Town with providing service to numerous special events in a variety of locations throughout the Town – sometimes on short notice.

In light of the COVID-19 pandemic, and keeping in mind they have frozen their fees, it is recommended that Council authorize the extension of the agreements for the three (3) year extension. Although this will provide for a three (3) year extension, the Town retains the right to terminate the contract without any cause or liability, upon giving thirty (30) days' notice.

Consultations

None to date.

Financial Implications

Janitorial fees are carried in our annual budget allocations.

Prepared By:



Manager, Fleet and Facilities

Mark Masanovich

Link to Strategic Goals

	Enhancing organizational excellence
yes	Sustain strong public services and infrastructure
	Strengthen the community’s engagement with the Town
	Grow and diversify the local economy
yes	Build on our high-quality of life

Communications

yes	Not applicable
	Website
	Social Media
	News Release
	Local Newspaper
	Bids & Tenders
	Notification pursuant to the Planning Act

Notifications

Name	Address	Email

Report Approval Details

Document Title:	PW-20-20 Janitorial Contract Extension.docx
Attachments:	
Final Approval Date:	Oct 2, 2020

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



Director, Public Works

Peter Marra



Chief Administrative Officer

Joe Milicia