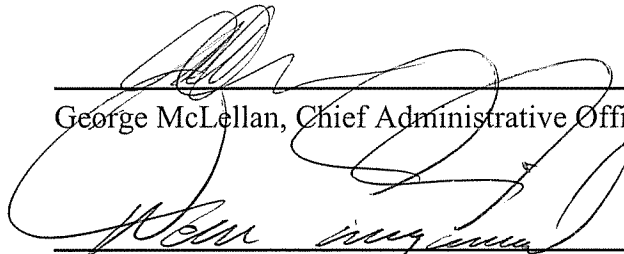
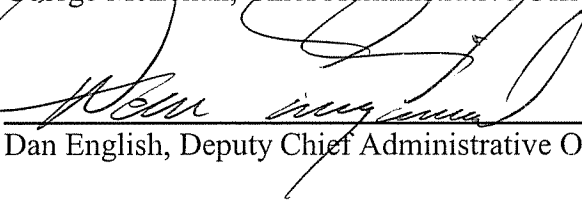


Halifax Regional Council  
January 21, 2003

**TO:** Mayor Kelly and Members of Halifax Regional Council

**SUBMITTED BY:**

  
George McLellan, Chief Administrative Officer

  
Dan English, Deputy Chief Administrative Officer

**DATE:** January 16, 2003

**SUBJECT:** Quotation # Q02C295 - Janitorial Services for the following locations:  
Scotia Square Operators Lobby, Halifax Ferry Terminal, Dartmouth  
Ferry Terminal, Woodside Ferry Terminal and Boat Cleaning

**ORIGIN**

The Halifax Regional Municipality called quotations for Janitorial Services (Scotia Square Operators Lobby, Halifax Ferry Terminal, Dartmouth Ferry Terminal, Woodside Ferry Terminal and Boat Cleaning) for a three (3) year period.

**RECOMMENDATION**

It is recommended that:

- 1) Regional Council authorize the award of Quotation # Q02C295 for Janitorial Services for the above locations to Federated Building Services Limited for a three (3) year period at a total cost of \$270,206.20 (tax included) with funding outlined in the Budget Implications section of this report.

**Note: All prices include the non-refundable portion of the HST.**

**BACKGROUND**

Quotations were received for the following locations:

Scotia Square Operators Lobby, Halifax Ferry Terminal, Dartmouth, Ferry Terminal, Woodside Ferry Terminal and Boat Cleaning.

A total of six (6) companies responded to this Quotation.

<b><u>Name of Company</u></b>	<b><u>Bid Three (3) Year Period (Tax included)</u></b>
Federated Building Services Limited	\$270,206.20*
SMS Modern Cleaning Services Inc.	319,018.79
Consolidated Service Ind. Corp.	383,144.40
Janasco Limited	459,581.70
Imperial Cleaners Limited	499,773.55
High Gloss Maintenance Inc.	646,173.03

\* Recommended Bid

**DISCUSSION**

The below mentioned facilities have been cleaned by outsourcing since amalgamation. Due to the nature of the business, outsourcing the work is the optimum means to ensure the work is completed in a cost effective and effective manner. The recommended bidder is the same company who has had the previous contract.

**BUDGET IMPLICATIONS**

Funds are available in the following Operating Budget Accounts:

Scotia Square Operators Lobby	- Account # 40179677.6312
Halifax Ferry Terminal	- Account # 40179678.6312
Dartmouth Ferry Terminal	- Account # 40179679.6312
Woodside Ferry Terminal	- Account # 40179680.6312
Halifax Ferry Cleaning	- Account # 40179681.6312
Dartmouth Ferry Cleaning	- Account # 40179682.6312
Woodside Ferry Cleaning	- Account # 40179683.6312

**MULTI-YEAR FINANCIAL IMPLICATIONS**

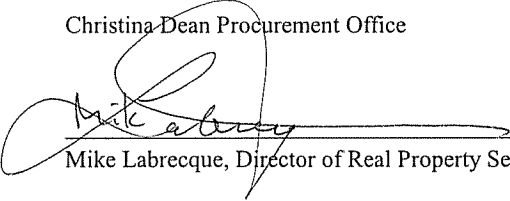
This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

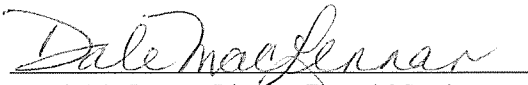
ALTERNATIVES

No recommended alternatives

Additional copies of this report, and information on its status, can be obtained by contacting the office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Christina Dean Procurement Office 490-6472

Report Approved by:   
Mike Labrecque, Director of Real Property Services 490-6015

  
S. Dale MacLennan, Director, Financial Services 490-6308