
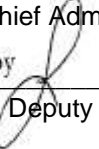


HALIFAX

P.O. Box 1749
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Item No. 11.1.1
Halifax Regional Council
November 18, 2014

TO: Mayor Savage and Members of Halifax Regional Council
Original signed by 

SUBMITTED BY: _____
Richard Butts, Chief Administrative Officer
Original Signed by 

Mike Labrecque, Deputy Chief Administrative Officer

DATE: October 14, 2014

SUBJECT: **Award Tender No. 14-092 – Janitorial Services – Halifax Central Library**

ORIGIN

This report originates with the requirement for Janitorial Services for the new Halifax Central Library and Parkade area.

LEGISLATIVE AUTHORITY

Under the HRM Charter, Section 79, Halifax Regional Council may expend money for municipal purposes. Administrative Order #35, the Procurement Policy, requires Council to approve the award of contracts for sole sources exceeding \$50,000 or \$500,000 for tenders and RFP's. See Charter Sections 79(1) and 322(3).

RECOMMENDATION

It is recommended that Halifax Regional Council award Tender No.14-092, Janitorial Services for the Halifax Central Library, to the second lowest bidder meeting specifications, ZM Supreme Cleaning, for a total three year tender price of \$780,188.59 (net HST included), with the option to renew for two additional one year periods. Funding will come from Operating Account B034 - 6304 as outlined in the Financial Implications section of this report.

BACKGROUND

Tender No. 14-092 – Janitorial Services for the Halifax Central Library and Parkade area is for a three year period with an option to renew for two (2) additional one (1) year terms.

Work includes the furnishing of all labour, material, tools, and equipment required for janitorial cleaning services as specified in the contract documents.

Note: Contract period is anticipated to start any time between November 15, 2014, and December 1, 2014.

DISCUSSION

Tenders were called and posted to the Province of Nova Scotia's Procurement website on August 25, 2014, with a mandatory site visit on August 28, 2014, with the tender closing on September 17, 2014. Bids were received as an annual lump sum as noted below.

D&J's Cleaning was the original low bid, but after meeting with Facility Management and Library staff to review the requirements and performance standards outlined in the Tender and doing an additional walk through of the building, D&J's Cleaning requested that HRM accept their bid withdrawal. They recognized that they could not meet the requirements and services standards outlined in Tender for the bid price submitted and staff have determined that it is in HRM's best interest to accommodate their request. As a result, HRM is recommending T14-092 be awarded to the second low bidder, ZM Supreme Cleaning. HRM has met with ZM Supreme to review the Tender documents and do an additional walk through of the facility and they are confident they can fulfill their contractual obligations at the price submitted.

Company		Year 1 (net HST Incl.)	Year 2 (net HST Incl.)	Year 3 (net HST incl.)	3-Year Total (net HST Incl.)
D & J Cleaning	Library	\$173,895.15	\$173,895.15	\$176,503.58	\$524,293.88
	Parkade	\$9,318.16	\$9,318.16	\$9,457.94	\$28,094.26
					\$552,388.14
*ZM Supreme Cleaning	Library	\$239,857.80	\$257,847.14	\$257,847.14	\$755,552.08
	Parkade	\$7,821.45	\$8,407.53	\$8,407.53	\$24,636.51
					\$780,188.59
Imperial Cleaners	Library	\$256,376.70	\$278,652.19	\$280,904.77	\$815,933.66
	Parkade	\$21,524.63	\$23,276.64	\$23,652.06	\$68,453.33
					\$884,386.99
C & D Cleaning	Library	\$244,495.40	\$251,326.13	\$251,326.13	\$747,147.66
	Parkade	\$47,559.63	\$49,012.33	\$49,012.33	\$145,584.30
					\$892,731.96
High Gloss Maintenance	Library	\$289,474.92	\$299,616.46	\$309,761.13	\$898,852.52
	Parkade	\$9,385.74	\$9,573.45	\$9,764.92	\$28,724.12
					\$927,576.63
Bee-Clean Building Maintenance	Library	\$295,748.06	\$295,748.06	\$295,748.06	\$887,224.17
	Parkade	\$18,407.85	\$18,407.85	\$18,407.85	\$55,223.54
					\$942,467.71

FINANCIAL IMPLICATIONS

Based on the lowest bid price of \$748,124.00, plus net HST of \$32,064.59, for a net total cost of \$780,188.59, funding is available from Library Account B034 - 6304. Budget availability has been confirmed by Finance.

Totals for -	Year 1:	\$ 247,679.25 net HST
	Year 2:	\$ 266,254.67 net HST
	Year 3:	\$ 266,254.67 net HST
	TOTAL (3 years)	\$ 780,188.59 net HST

Option Year 4: \$260,258.23 net HST
Option Year 5: \$260,258.23 net HST

ENVIRONMENTAL IMPLICATIONS

No implications identified.

ALTERNATIVES

None

ATTACHMENTS

None

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

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Original Signed