

**Municipality of Chatham-Kent**  
**Infrastructure and Engineering Services**  
**Parks, Fleet and Facilities**

**To:** Mayor and Members of Council  
**From:** Alain Sasseville, BA, C.E.T.  
Manager, Facilities, South  
**Date:** November 1, 2024  
**Subject:** R24-272: Flooring Maintenance Roster

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**Recommendations**

It is recommended that:

1. The Flooring Maintenance Roster (R24-272) be approved using the following contractors for a period of one year with an option for two additional one-year terms:
  - 1934656 Ontario Inc (SACWAL Flooring Centers Chatham)
  - Rick's Carpet Centre
  - Sparks Carpet One Floor & Home
  - NewTech Painting
  
2. The Mayor and Clerk be authorized to sign the necessary agreements.

**Background**

The Facilities section uses a variety of contractors to conduct day-to-day operations and perform maintenance throughout the municipally owned facilities in Chatham-Kent. Under the Purchasing By-law, a roster of approved contractors may be used to direct award work up to \$100,000 (HST Included). The increase in value threshold that a roster list provides will allow Facilities staff to greatly reduce lead times and increase efficiency while responding to issues throughout its asset portfolio.

**Comments**

A Request for Proposal (RFP) was released on October 7, 2024, closing on October 21, 2024, for flooring maintenance of municipally owned facilities throughout Chatham-Kent. The contract scope is for contractors to provide flooring maintenance/replacement services in facilities as required. This contract is for a one-year term with the option to renew for two additional one-year terms.



The roster submission required two sealed packages, the first detailing experience, equipment and the second detailing prices. The roster submissions were evaluated by a three-member panel of Facilities staff. Upon averaging the scores from the experience package, pricing submissions were opened from all submissions deemed to be qualified. An aggregate score was created for each qualified submission based on all scores (experience and price). The aggregate score was used to create the final ranking.

The Results are as follows:

<b>Flooring Maintenance Roster R24-272</b>		
<b>Company Name</b>	<b>Total Score (100)</b>	<b>Rank</b>
1934656 Ontario Inc (SACWAL Flooring Centres Chatham)	96.00	1
Rick's Carpet Centre	93.33	2
Sparks Carpet One Floor & Home	81.33	3
NewTech Painting	66.67	4

### **Council Term Priorities**

This report supports the following Council Term Priorities:

			
<b>Deliver Excellent Service</b>	<b>Promote Safety &amp; Well-Being</b>	<b>Grow Our Community</b>	<b>Ensure Environmental Sustainability</b>
	<b>2a</b>		

### **Consultation**

The Purchasing Department and the Manager of Facilities, North were consulted on this Roster RFP.

### **Communication**

The Request for Proposal documents were posted on the Bids & Tenders website for prospective contractors to review and bid.

**Diversity, Equity, Inclusion and Justice (DEIJ)**

Roster lists help to expedite the repairs and replacement process to ensure Chatham-Kent facilities are maintained, repaired, and made ready for staff and visitors in the shortest amount of time as possible which in turn helps to address the ever-growing needs of our growing population. This is achieved by maintaining our facilities to ensure they are safe, available, and appropriate for all the community members, including but not limited to those in racialized communities, Indigenous people, newcomers to Canada, 2SLGBTQIA+ people, accessibility for people living with a disability, and those who use substances.

**Financial Implications**

All projects completed under this Facilities Flooring Roster list will be funded from the Facilities Operational Budget.

Prepared by: Alain Sasseville, BA, C.E.T., Manager, Facilities, South

Reviewed by:

Robert Pollock, Hon.B. Comm. SPAD, CRFP, CIT, Director, Parks, Fleet, Facilities

Edward Soldo, P.Eng, General Manager, Infrastructure and Engineering Services

Consulted and confirmed the content of the consultation section of the report by:

Brandon Bechard, B.Arch.Sc., C.E.T., Manager, Facilities, North

Matt Smith, CPA, CGA, Manager, Purchasing and Accounts Payable

Brock Priddle, Manager, Corporate Accounting, Financial Services

Attachment: None