

**Municipality of Chatham-Kent**  
**Infrastructure and Engineering Services**  
**Housing Assets**

**To:** Mayor and Members of Council  
**From:** Alain Sasseville, BA, CET  
Manager of Housing Assets, South  
**Date:** November 14, 2022  
**Subject:** T22-356 Janitorial Services, Housing Assets

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**Recommendations**

It is recommended that:

1. The low bid from SkyBlue Services Corp. in the amount of \$144,481.80 (including H.S.T) for 2023 be approved, with funding from the Housing Assets Operational account
2. Administration be authorized to negotiate a one-year contract extension in 2024, and a second one-year extension in 2025, subject to contractor performance at a cost of \$144,481.80 per year.
3. The Mayor and Clerk be authorized to sign the necessary agreement.

**Background**

Chatham Kent Housing Assets owns and maintains 709 social housing units in 52 buildings located in various locations within the Municipality. On November 9, 2022, the tender closed for the daily janitorial services for ten unstaffed locations for the 2023 fiscal year with the option for two, one-year renewals based on performance.

The tender was issued for a 1-year term (2023) with an option to renew for 2 additional years (2024 and 2025). This allows administration to review the contractor's performance annually before granting the extension.

**Comments**

Tenders were called and received by the Purchasing Officer on November 9, 2022.

Eight contractors submitted tenders for the project and the results are as follows:

<b>T19-410 Housing Assets Janitorial Services</b>		
<b>Rank</b>	<b>Company Name</b>	<b>Amount (including H.S.T.)</b>
1.	SkyBlue Services Corp.	\$433,445.40
2.	1145277 Ontario Inc.	\$465,257.16
3.	Cheema Cleaning Services Ltd.	\$476,796.60
4.	721685 Ontario Inc.	\$620,706.42
5.	Kleenway Building Maintenance	\$714,544.20
6.	2781203 Ontario Inc.	\$986,941.95
7.	Regional Janitorial Services Inc	\$1,101,736.44
8.	SQM Janitorial Services Inc.	\$1,234,693.32

### **Areas of Strategic Focus and Critical Success Factors**

The recommendations in this report support the following areas of strategic focus:

- Economic Prosperity:  
Chatham-Kent is an innovative and thriving community with a diversified economy
- A Healthy and Safe Community:  
Chatham-Kent is a healthy and safe community with sustainable population growth
- People and Culture:  
Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community
- Environmental Sustainability:  
Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

- Financial Sustainability:  
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance:  
The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

- Has the potential to support all areas of strategic focus & critical success factors
- Neutral issues (does not support negatively or positively)

### **Consultation**

The tenders were opened by the Purchasing Officer and reviewed by the Housing Services Division.

### **Financial Implications**

The project is being funded from the 2023, 2024 and 2025 Housing Assets Operational budget.

The project summary is as follows:

Recommended Tender (incl. H.S.T )	\$ 433 445.40
Less H.S.T Rebate @ 11.24%	-\$ 43 114.39
<b>Total Project Cost (Three-year term)</b>	<b>\$ 390 331.01</b>
<b>Project Funding (Housing Assets Operational account)</b>	<b>\$ 390 331.01</b>

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Manager of Housing Assets, South

Reviewed by: Brigan Barlow,  
Acting Director, Drainage, Asset & Waste Management.

Reviewed by: Chris Thibert, P. Eng.,  
Acting General Manager, Infrastructure & Engineering Services

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

Brandon Bechard, B.Arch.Sc., CET  
Manager of Housing Assets, North

Joshua Myers, CPA, CA  
Financial Analyst I, Community Human Services

Attachment: None

C Joshua Myers, Financial Analyst I  
Brandon Bechard, Manager of Housing Assets, North