

**COUNCIL REPORT**

**To:** Mayor and Council

**From:** Administration

**Date:** June 5, 2023

**Subject:** 64 Centennial – Janitorial Services Contract

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**RECOMMENDATION:**

THAT Council awards the 2024 – 2025 Janitorial Services Contract for 64 Centennial Drive to Sky Blue Cleaning Services in the amount of \$2,790 per month plus GST for both year one and two of the contract;

AND THAT if mutually agreeable, the option be approved to extend the contract up to an additional year;

AND THAT the Chief Administrative Officer be authorized to execute the contract and any related documentation.

**BACKGROUND:**

The District of Mackenzie provides janitorial cleaning services for the Courthouse, Service BC, and RCMP detachment facility at 64 Centennial Drive. The current contract expires December 31, 2023. The District published a request for proposals for janitorial cleaning services from May 8, 2023 to June 4, 2023 to allow time for the successful bidder to acquire required security clearances prior to the start date of January 1, 2024.

Five submissions were received. Proposals were evaluated based on budget and experience. As all contractors had equally appropriate experience, positive references, and qualifications to complete the contract, the deciding factor of the successful proponent was the budget. Sky Blue Cleaning Services had the lowest proposed monthly fee and as such is being recommended for contract award.

**BUDGETARY IMPACT:**

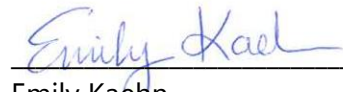
\$2,790 per month would be allocated from the Protective Services budget to support the recommendation.

**COUNCIL PRIORITIES:**

**Strong Governance and Finances**

- As the municipality's elected governing body, we serve all residents and businesses in the community. We engage residents and stakeholders on important issues and make our decisions through open and transparent processes. We are careful in our use of resources, mindful of the need to maintain programs and services, while also meeting the community's infrastructure needs.

Respectfully Submitted,



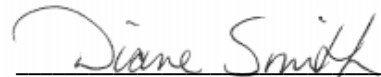
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Emily Kaehn  
Director of Corporate Services



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Kerri Borne  
Chief Financial Officer



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Approved for Submission to Council